



HEARING AND BEING HEARD

My objectives

Did I describe
the situation?

Did I express
and
reinforce my
opinion?

Did I assert
myself?

Was I
mindful?

Did I appear
confident?

Did I
negotiate?

The relationship

Was I gentle?

Did I threaten?

Did I attack?

Was I
judgemental?

Was I
interested in
them?

Did I validate
their feelings
and opinions?

Was I relaxed
or tense?

My self respect

Was I fair?

Did I apologise
when needed?

Did I not
apologise when
not needed?

Was I
truthful?

Did I stick to
my values?

Did I listen to
understand?

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