

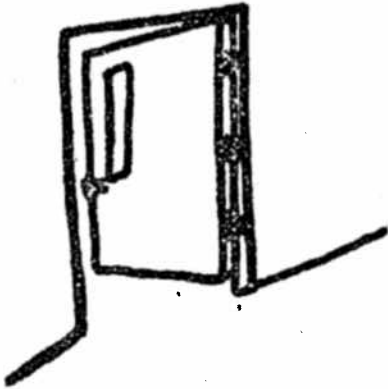
## COMMUNICATION IS MORE THAN TALK

1. **DIRECTIONS:** At the top of the chart, write the name of six people that you communicated with yesterday or today. Below each name check the descriptions of each way you communicated with that person.

NAMES						
Description of the communication:						
Smiled at						
Laughed together						
I mostly listened						
Shared an idea						
Argued with						
Shared silence						
I griped						
Shared a problem						
Worried with						
Just chatted						
Strictly business						
Avoided communicating						
Mostly gossiped						
Withheld my feelings						
Criticized him (or her)						
Clowned around						
Made a face						
Passed a note						

(Continued)

2. From the chart list 3 examples of verbal communication
3. From the chart list 3 examples of non-verbal communication (body language).
4. Written communication is important also. Name 3 ways you use written communication. (example: a thank-you note)
5. Give one example of how listening affects communication.



### 6. DOOR OPENERS VS. DOOR SLAMMERS:

Communicating is not always easy. Some things are barriers to communicating and are "Door Slammers". Other phrases and actions are "Door Openers" and open us communication with others.

Listed below are several phrases and actions that can be either door openers or door slammers in communication.

It's thumbs up





for door openers and

thumbs down



for door slammers. Check the

chart accordingly.

	 Door Openers	 Door Slammers
"Tell me more."		
Tapping foot.		
"That's dumb."		
"You were right."		
Walking away.		
<i>Being laughed at.</i>		
"That's great."		
"Shut up."		
"Now listen & listen good."		
A smile of agreement.		