



Keys to Succeeding in Difficult Conversations:

Activity Sheet

Permission Granted

What difficult conversation am I wanting to have?

What permission am I seeking before I move ahead?

Overcoming Assumptions

What's a conversation I'm holding back/hesitating on having?

What am I anticipating as their reaction to this conversation?

(ex. They'll quit, they'll "poison the well," they'll get defensive, they'll complain about you, etc)?

What's informing this assumed reaction?

(ex. Previous experience, personal fear, projecting how you'd respond, information from another, etc)

What's helpful about my previous experience and will help me have a more thoughtful conversation?

What about my previous experience is impacting my mindset?

Overall

My biggest take away from Keys to Succeeding in Difficult Conversations is...

The action I'm committing to taking after this training is...