

Dialogue empowers YOU

Identify areas for team and self improvement

Tick off any statements that apply to you or your organization

I need to:

- 1) Have clear, focused conversations that inspire action and produce results
- 2) Know how to influence and engage key stakeholders with new ideas and proposals
- 3) Improve my presentation skills so that I can present with impact
- 4) Communicate more effectively during change and transition
- 5) Learn how to stay in tough conversations with managers, colleagues and clients
- 6) Learn how to ask appropriate questions to get the information I need
- 7) Express my opinions and feelings with integrity
- 8) Learn how to communicate unpleasant news in a professional manner
- 9) Communicate more clearly and effectively with people in senior positions
- 10) Recognize and manage political posturing and power games with integrity
- 11) Recognize my own and others' communication styles and how to respond appropriately
- 12) Anticipate and deal with communication misunderstandings more effectively
- 13) Communicate clearly, without violating my own rights or the rights of others
- 14) Learn how to suspend judgment and to listen for the real meaning in the message
- 15) Use empathy (as opposed to sympathy) effectively in a business environment
- 16) Speak up when hidden agendas confuse the issue or block progress
- 17) Learn how to confront, so that I am hard on the problem but soft on the person
- 18) Know how to be assertive, rather than aggressive
- 19) Manage my own emotions and increase my confidence during difficult conversations
- 20) Speak out for what is right, not who is right