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Interpersonal Communication

1. Create a chart referencing your talking styles (the 4 diamonds from the slides 12:06 in the video: small/shop, control/spite, search, aware)

A) Small talk: I first ask if they can hear me. I ask how their day is going. But not really my style.

B) Control fight and Spite Talk: I avoid making spiteful comments. It is not constructive. There are ways to convey a message without making the other person feel bad or mad.

C) Search Talk: cool & rational style (examine facts/ explore possibilities & gain overview) This is more my conversation. I like inputs and give inputs. Equal play. Makes the conversation interesting and communication flow open and connected.

D)Aware Talk: draws power from within and influence others. Manage yourself and support honest discussion and finds constructive resolutions while acting for the next steps. Being more self-aware. I need to work on being more self-aware and poised better for the question and how I answer them.

1. Generally, what percentage of your communication is coming from each category?

About 40 % of my communication is from search and talk, 30% from small talk and probably 30% from Aware Talk.

1. Write out answers to these questions:
   * *How do I communicate during a difficult situation? I stay calm and collected during a difficult situation. Raising your blood pressure, getting flustered, getting upset will never resolve a problem. I state what is wrong, where did it go wrong, and ways I tried to solve it.*
   * *How do I communicate during an interview? I listen to the question. Pause before I answer to think about what I am about to say. Usually I am writing my response down before I say it, if possible. Then I reply with my answer. I give total eye contact and focus on my interviewer and don’t figet.*
   * *How can I improve my communication? I can ask more questions. I can research more about what questions may come up or what I may need to know to be more prepared.*