

INTERPERSONAL EFFECTIVENESS HANDOUT 4



([Interpersonal Effectiveness Worksheet 3](#))

Clarifying Goals in Interpersonal Situations

OBJECTIVES EFFECTIVENESS: Getting What You Want from Another Person

- Obtaining your legitimate rights.
- Getting another person to do something you want that person to do.
- Saying no to an unwanted or unreasonable request.
- Resolving an interpersonal conflict.
- Getting your opinion or point of view taken seriously.

Questions

1. *What specific results or changes do I want from this interaction?*
2. *What do I have to do to get the results? What will work?*

RELATIONSHIP EFFECTIVENESS: Keeping and Improving the Relationship

- Acting in such a way that the other person keeps liking and respecting you.
- Balancing immediate goals with the good of the long-term relationship.
- Maintaining relationships that matter to you.

Questions

1. *How do I want the other person to feel about me after the interaction is over (whether or not I get the results or changes I want)?*
2. *What do I have to do to get (or keep) this relationship?*

SELF-RESPECT EFFECTIVENESS: Keeping or Improving Self-Respect

- Respecting your own values and beliefs.
- Acting in a way that makes you feel moral.
- Acting in a way that makes you feel capable and effective.

Questions

1. *How do I want to feel about myself after the interaction is over (whether or not I get the results or changes I want)?*
2. *What do I have to do to feel that way about myself? What will work?*