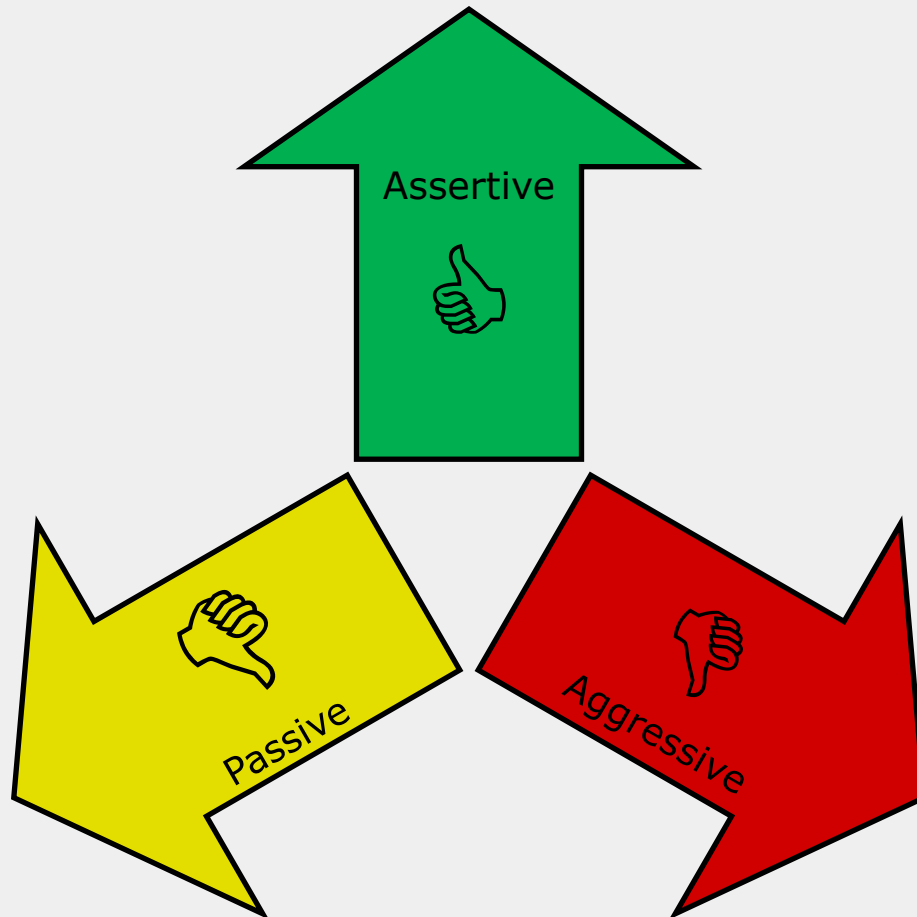


A black and white photograph of a large crowd of people. In the foreground, a person's hand is raised, palm facing forward, with fingers spread. The hand is in sharp focus, while the background crowd is blurred. The person's wrist is visible, wearing a thin, colorful beaded bracelet. The word "Assertiveness" is overlaid in bold black text on the lower left side of the image.

Assertiveness

Don't Go Down the Passive or Aggressive Road



» Use good communication to transmit your requests and feelings.



Program Objectives (1 of 2)

- ✦ Understand the philosophy of being assertive.
- ✦ Recognize the differences between being assertive and being aggressive through the exploration of personal reactions to given situations.



Program Objectives (2 of 2)

- ✦ Participate in role-playing exercises to practice the tenets of being assertive.
- ✦ Gain the courage to be assertive in the most appropriate and effective way.

Definition

An honest, direct, and appropriate expression of one's feelings, thoughts, and beliefs.



Benefits of Assertiveness (1 of 2)

♦ Assertive people:

- Are in control of their actions.
- Choose their battles.
- Use power properly, without over-stepping.
- Are more likely to find win-win situations.
- Are empowered and self-confident.
- Solve problems more effectively.





Assertive Rights (1 of 2)

- ✦ You have the right to be assertive.
- ✦ You have the right to request that others change their behavior if they are infringing on your rights.
- ✦ You have the right to use your own time to answer questions.

Assertiveness Is

- ✦ Respect for yourself and others.
- ✦ Honestly expressing your thoughts, feelings, and beliefs.
- ✦ Effectively influencing, listening, and negotiating with others.



Aggressiveness Is



A Passive Person



A Passive Person

Passive people usually

- ✦ Speak softly and hesitantly.
- ✦ Use fillers like “uh” and “um.”
- ✦ Avoid eye contact.
- ✦ Allow other people in their personal space.



A man and a woman are arm-wrestling at a wooden table. The man, on the left, has dark hair and is wearing a black long-sleeved shirt. The woman, on the right, has blonde hair and is also wearing a black long-sleeved shirt. They are both smiling and looking at each other. Their hands are clasped in the center of the table. The background shows a window with a view of a building outside.

An Aggressive Person



Six Personality Types (1 of 7)

1. Hamsters
2. Invisible Beings
3. Pit Bulls
4. Dreamers
5. Whiners
6. Mutes

A close-up photograph of a person's hand, palm facing forward, with fingers slightly spread. The hand is wearing a colorful beaded bracelet. The background is blurred, showing what appears to be a crowd of people.

Dealing with Conflicts (1 of 2)

- ✦ Deal with the situation immediately.
- ✦ Listen carefully.
- ✦ Sort out the facts from the emotional content.
- ✦ Avoid being defensive.

First Impressions

- ✦ Slouching, avoiding eye contact, and other self-effacing mannerisms can show a lack of self-confidence.
- ✦ This kind of self-presentation can perpetuate a cycle of non-assertive behavior.



A photograph of a paved path in a park. The path is light-colored and leads into the distance. On the left side of the path, there is a dense green hedge. On the right side, there is a black metal fence with pointed tops. The background is filled with lush green trees and foliage under a bright, slightly hazy sky. The overall scene is peaceful and inviting.

**What is
your next
step?**



Download “**Assertiveness**” PowerPoint presentation at **ReadySetPresent.com**

155 slides include: 4 communication styles, the assertiveness spectrum, 10 benefits for assertive people, 3 steps for assertiveness, 3 slides helping you recognize, test and evaluate your own assertiveness, “I” statements, 9 assertiveness rights, 7 points on testing for aggressiveness, 7 points on testing unassertiveness, 5 case studies on assertiveness, identification of the 6 personality types, slides on assertive do's and don'ts, 11 assertive communication techniques, points on the significance of body language and eye contact, relaxation techniques, 4 tips for coping with conflict, 9 points on defining communication forms, 6 tips on controlling emotions, 4 slides on cultural variations in assertiveness, 8 tips on assertiveness, 16 steps for assertive action, 9 types of assertive responses, points on overcoming fear, 4 steps to saying no, 20+ slides with tips on becoming more assertive, how to's and much more.

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