



# Interaction

## Worksheet

Name: \_\_\_\_\_

Date: \_\_\_\_\_

1

### Headwork

Define the Situation

#### Current Situation

What do you see (behaviors, actions, results)?

What is the impact?



#### Desired Situation

What would you like to see?

What would be the impact?

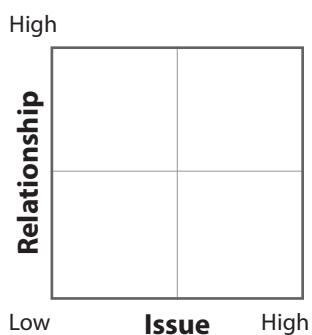
Barriers

Self-Talk

Hindering Self Talk

Helping Self Talk

Issue & Relationship



Approach

Match Your Approach to the Need:

- ☐ 1 - "I Decide"
- ☐ 2 - "Let's Talk, I Decide"
- ☐ 3 - "Let's Talk, Let's Decide"
- ☐ 4 - "Let's Talk, You Decide"
- ☐ 5 - "You Decide"

Plan When and Where:

When?

Where?

## 2

## Engage

### Tips

- Set the tone
- Clarify the purpose and outcome
- Establish the process
- Keep it focused, safe, productive

### Purpose

What - Why - How

### Outcome

Specific - Attainable - Relevant

## 3

## Mutual Understanding

### Tips

- Reclarify the purpose
- Explore (ask, listen, reflect, check)
- Inform (describe what you see and the impact)
- Summarize

### Inform

Observable - Impact - Ask for and Listen to Response

### Explore

Ask Questions - Listen - Reflect - Check

## 4

## Commit to Action

### Tips

- Summarize
- Transition to action planning
- Get commitment on key actions, outcomes, and deadline.
- Set a follow-up date

### Action Plan

#### Course of Action

#### Specific Actions

#### Outcome

#### Deadline

Follow-up:

## 5

## Follow-Up

### Tips

- Build the relationship
- Ensure accountability
- Hold follow-up
- Learn from the experience

### Notes