

#3 Communication Agreements PDF

Review this list of agreements and identify the ones you want to enrich. I agree to:

hold myself **accountable** for my actions
acknowledge what is important to others
develop **actions plans** to enrich communication
agree to disagree
make and keep communication **agreements**
regularly express sincere **appreciation**
be **assertive** when necessary
maintain a long **attention span**
actively seek to discover **blind spots**
read **body language** of others
keep promises to maintain **confidentiality**
avoid unnecessary **conflict**
seek to resolve **conflicts** as they arise
offer **constructive criticism**
be sincerely **curious**
customize communication to each individual
honor **differences** in personalities
admit when I am being **difficult**
discuss challenging issues
be **direct** and honest
be skilled at **emotional self-defense**
express painful and pleasurable **emotions**
be fully **engaged**
accept full responsibility for **emotional choices**
recognize when reacting out of **fear**
be receptive to exchanging **feedback**
switch from fear to **flow**
practice **enlightened self-interest**
be aware of different styles between the **genders**
practice being **graceful**
remove any **hostility** from my communications
have a warmhearted **sense of humor**
seek ways to be **inclusive**
be open to being **influenced** by others
hold self to a high level of **integrity**

accurately **interpret** the intentions of others
avoid **interrupting** others
use good **judgement** vs being judgemental
take a **leadership** role in conscious communication
consistently improve my **listening** skills
look for the **meaning** behind the words
examine the **motivations** behind communications
be receptive to the **needs** of others
remove **negativity** in my communication
communicate in a **nourishing** manner
be a keen **observer** of others' communication styles
remain **open** to a wide range of ideas
seek out others who have a different **point of view**
remain **present** when others are communicating
search for ways to **prevent** problems
ask **questions** when needing clarification
enhance my **relationship skills**
respect the rights of others
take **responsibility** for my role in communication
engage in positive **self-talk**
explore ways to improve **self-esteem**
be **sensitive** to the needs and feelings of others
be **supportive** of new ideas
adapt to a wide range of communication **styles**
define what **success** means for myself
summarize accurately
possess qualities of a **team player**
monitor **tone of voice** during communications
find **topics** of mutual interest
use respectful **touch** in communication
remove any **trash talking**
understand the feelings and ideas of others
make mental & emotional **U-Turns**
be aware of the effects of **virtues** and **vices**
make **wise investments** of my time and energy
carefully select the **words** I use