

Communication Worksheet

Discuss the following questions as they relate to the statements below:

1. What was the likely intent of the statement or question?
2. How might the statement or question be heard?
3. How else could you say these questions or statements?

Statement/Question	What was the intent?	How might it be heard?	How else could you say it?
"Be on time to our group meetings from now on."			
"How much longer do you think it will take you to finish that project?"			
"You will never get anywhere in this field if you don't stick with problems until you solve them."			
"Clean up your work area."			
"I haven't seen you around the building much. Are you taking time off?"			
"I am not sure you have your priorities in order."			
"What's it like to be a minority student in this program, anyway?"			
"It seems you might be better suited for an alternative career."			
"I am not sure the work you are doing in that area is really valuable."			