

Successful communication is not just you communicating your information to another person. Many times people are not listening to you in the way that you imagine.

This is natural and normal, people have a lot going on in their minds!

To communicate with someone, you must hear them and understand them more. They will then be ready to hear you and consider your perspective.

The phrases and questions below will help you the most with someone you are genuinely trying to understand and connect with. They will feel heard and loved

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Paraphrase and Probe

While communicating with others, you must remember to also hear what they are saying because communication is a twowav street.

Probing Phrases and Questions

- Can you help me understand _(someone's action or an event)____? (Only ask this if you really need help understanding because this phrase can be overused)
- Please tell me more about _____. (Always ask for more information, especially when an emotion comes up)
- The way I'm seeing this situation is _____. (Share your perspective with the other person)
- Tell me more about why this is not the way you want to go with this. (Avoid a Why question unless you really want to understand more)
- Challenge my thinking on _____. (When you detect people are resistant, but don't want to say so, open yourself up to new ideas)
- What did you mean by ____?
- I trust you are meaning well, can you explain what _____ meant?

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• Tell me what I'm missing	g (F	⁻ or idea sharin	ıg)
What I am hearing is	(Resta	ate what they	said
and they will agree or no	ot)		
• When you did	this is how I sa	aw it,	what
do you think? (When we	e get into confl	lict, it's good to	give
perspective, but be open	to the other's	perspective)	
• crosses a line	for me, can w	e talk about di	fferent
ways for you to express	yourself? (Thi	s is a boundar	ý
conversation)			
• If I understand you corre	ectly	. (Summarize	what
they said)			
• The story I'm telling my:	self is	(This helps y	ou
own that this is your exp	perience and r	night not be sh	nared
by others)			
 Here's how I made this of 	decision	What do yo	ou
think? (This helps you ge	et input for ag	reements)	
 I felt when 	₋ happened. (T	his is the basic	: "I"
statement allowing othe	rs to know ho	w they affecte	d you)
It sounds like	(paraphrase)	
 What you are saying ma 			
the conversation along a	and confirms y	ou are on the	same
nage)			

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After you feel you have fully understood the other person. Notice their body language:

Are they opening up to you?

Can you see that they are feeling heard and understood.

It is at this point you can advocate for anything you would like them to understand about your perspective. You can reinforce some of your boundaries or move into some I-messages.

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