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| **Week 5 RESOURCES** |
| *How Well Are You Encouraging “Team Talk”?* |
| *Evaluate yourself about how well you are using strategies that will help your team improve their “team talk.”* |
| **Questions** | **Yes** | **No** |
| **1.** Are you consciously using inclusive pronouns, such as “we,” “us,” and “our” to show that you identify with the team? |  |  |
| **2.** During meetings, do you often refer to team goals and mutual interests? |  |  |
| **3.** When you disagree, do you use questions to get more information? |  |  |
| **4.** Do you ever interrupt lower-power people? |  |  |
| **5.** Do you ask team members to rephrase statements that you don’t understand? |  |  |
| **6.** During meetings, do you remember to stop discussion to revisit the team’s objectives? |  |  |
| **7.** Do you find out why certain items or methods are important to certain members? |  |  |
| **8.** When you are running into a roadblock, do you ask members to discuss the team’s options? |  |  |
| *If you answered “no” to any of these questions, plan to implement that strategy in order to promote “team talk.”*  |
| **Possible strategies to implement:** *(What situations from the questions above generated a “no” response?)* |
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| **Next steps:** *(If needed)* |
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| *Adapted from Katzenbach and Smith* |