

## How are Your Communication Skills?

	Not much progress yet	Beginning to make progress	Making good progress
I prepare myself for the contact by thinking through what I want to say	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I keep the conversation brief and centered on child-related issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I never communicate through my children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am polite and respectful in my communication, even when the other parent is not	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I avoid negative comments and statements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I don't discuss relationship issues / talk about the past	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I don't fuel the other parent's anger	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I know when to stop the conversation/ back off	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I remain calm and don't react to negative language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am trying to compromise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am an "active listener"	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I don't respond to emails/text messages right away, but take time to think about my response first	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I consider if a negative message or letter needs a response	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



## Practicing Your Communication Skills

Think of the issue that you need to talk to the other parent about. Write down how you would present it using “I” statements and positive language:

---

---

---

---

---

---

---

---

---

---

Write down some open-ended questions that you can use to ask the other parent how he/she feels about this issue. You can start your sentence with “How do you see...?”, “What do you think...?”, “Can you tell me more about...?”. Remember, open-ended questions invite the other person to give more information about something, rather than a yes/no answer.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_