Speaker:

- Share only from your view point. ("I see, I think, I feel, I heard").
- 2. Avoid Criticism. Be Gentle.
- 3. Share in small sections.
- 4. Allow other to paraphrase.

Listener:

- 1. Focus attention.
- Paraphrase what you heard the other say.
- 3. Seek to understand. You don't have to agree.
- 4. No defending or rebutting.
- Listen for the feelings (The Heart).

Both:

1. Avoid escalation.

- 2. Hold questions.
- Interrupt or allow to be interrupted for a paraphrase.
 - 4. Share the "Heart". Take turns generously.
 - Take a "Time Out" if needed.
 - Treat each other with kindness and respect.

Heart Talk

SA Adler

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