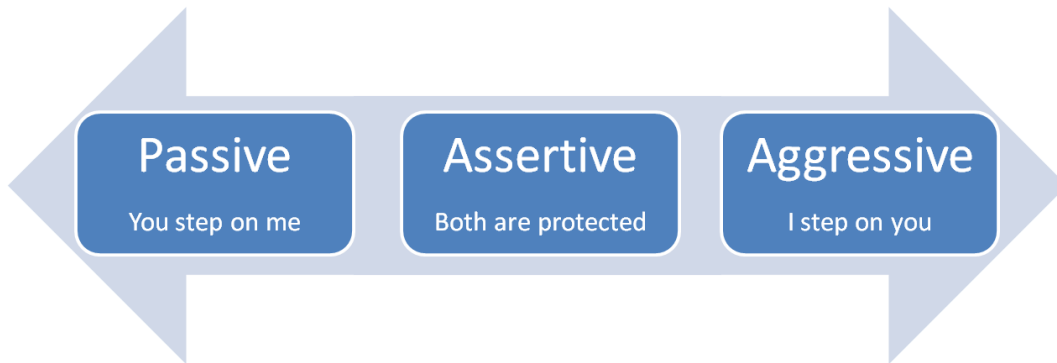


Assertiveness worksheets



- Use 'I' statements.
- Ask questions.
- Stand up for your rights.
- Show respect but know your rights.
- No over apologising.
- Learn to say no.
- Rehearse what you want to say.
- Practice assertive body language in front of a mirror or with a friend or colleague.
- Use a firm tone.
- Keep your emotions in check.
- Start small.

Examples of assertive communication:

☞ “When you talk, I can’t hear the movie. Please keep it down.”

☞ “I really like it when you wear that shirt. You look great!”

☞ “When you yell at me, I feel angry. Please stop shouting and tell me what you want.”

☞ “I know it’s a good cause, but I can’t help you this time because I need to study.”