
ELEVATE YOUR COMMUNICATION!



THE DISTINCTION AGENCY

5 Ways to Deepen Conversations in Your Life.

5 things **YOU** can do to improve communication and connection with others. Complete the steps below in communications and become a **“DISTINCT”** Communicator.

The more you become aware of your own communication habits, the more you can improve them! You know the saying “The grass is always “greener” at the neighbors” right? Well we believe it's because they water it, fertilize it, and maintain it. Lets see how “green” we can get your grass once we take a Full 360' look at how you're listening and communicating with others.

Remember The Distinction Agency is always available to support you or answer any questions. Please reach out if you don't understand anything, have any concern, any ya but's, how about- or what if's. Or you just don't like doing things alone and want somebody there, we can be that person for you. Use this link to [SCHEDULE A MEETING](#) or call us at 917.994.1722

Let's begin!

STEP #1: EVALUATE YOURSELF!

The way **you** communicate may be part of the problem. Although that may sound discouraging, that's actually good news, because you don't have to wait for someone else to have more effective communication. For example, think back to some conversations that you didn't feel heard? Or a conversation where you weren't fully self expressed. Did you wish your boss would communicate more with you? Did you wish you and your partner were able to understand each other more deeply? If so, ask yourself what you were doing during that conversation. Things to consider are:

- Why are you speaking?
- Active Listening? Speaking with value?
- How do you speak? Fast? Low? Mumble? Code?
- Are you the tortoise or the hare? Or neither.
- Is what you're saying of value? Or do you "word vomit" on people?
- Does what you say actually matter? Or are you wasting time on the details?
- What words were you using? Do they have a return on investment? Or are they trigger words?
- What tone of voice did you use?
- How were you acting? Calm? Anxious? Angry?
- What did your body language communicate to your listener when they were listening?

STEP #2: Be an "Active" listener!

What's your body language like when someone is talking to you? Are you looking at the phone rather than making eye contact? Waiting for your partner to pause so that you can dispense your "wise advice" (which no one likes btw) What is your daily opinion rate? When is the last time you acknowledge someone?

Listen better and do the following:

- Remove distractions. Put the phone down. Put the kids in bed. Turn the TV off. Be FULLY present and listen!!!
- Show with your body that you're interested in what's being said. Sit down, face forward.
- Focus on becoming open and accepting of others' points of view.
- Ask if your job is to just listen, give feedback, or help manage what's being discussed.
- Be present to who/how you are listening to the speaker "as in your perception and or judgment. Are they damaged goods, a VIP, your perfect child, or a complainer.
- Ask level 8 questions instead of level 1.

THE DIFFERENCE

Level 1: Q- How are you? **A-** I'm great.

(No info. on what is really going on with that person.)

Level 8: Q- Hey there! What were the two things you like about today (or the presentation, the game, the experience, the report etc.) **A-** Wow I like speaking with my kids today on the phone and going for my morning walk. (This gave me more insight to what they liked to do as well as opened up the space to get more related to each other.)

STEP #3: Empathy. ALWAYS!

Listening and Speaking with empathy involves focusing on what's going on (over there) with the person communicating with. The next time your partner/friend/co-worker is speaking, listen with more empathy. That means you have to choose to get in the "dark hole" with them if they are struggling with something. That doesn't mean you need to fix it for them though! Just be there and listen!

When you do, do the following:

- Set your own questions, advice, and criticism aside. It's not about you right now!
- Also never start a question with "Well", or "At least". Don't try to silver line anything. It never helps because it's like you're stepping over what is happening to them right now.
- Just be grateful that you're the one they chose to share these feelings or thoughts with. Saying "**I don't know what to say right now and I'm just so glad you shared this with me.**" can be all that is said. Then just be available to support in a way that works for you and them.
- Pay close attention to what he/she is saying – with the words they choose and their body language. Just the simple act of holding someone's hand can shift a way of feeling in a major way.
- Use what you know about your partner to imaginatively place yourself in their shoes. What is your partner feeling that hasn't (yet) been said? What are they concerned about? What do they want? What do they fear the most?
- Once you're experiencing empathy like this for others, you'll notice that your reactions will be more sensitive, more caring, more compassionate. Which will begin to raise trust in your relationships.

STEP #4: Appreciate & Acknowledge often!

*Researchers say that it takes a large quantity of compliments/positive statements (ranging from 5 up to 23!) to counteract the negative “ego blow” from just one criticism. So, what’s your appreciation-to-criticism ratio?

We can’t tell you how important it is in expressing – **out loud** – those positive things we feel and think about our partner, friends, co-workers and especially with children. Daily appreciation & acknowledgement feel really good and it helps build not only courage (which allows people to act upon being kind, more caring and especially vulnerable) it promotes and empowers your character (the best version of you, which the world needs more of!). We think that is a great foundation for leaders and people who make a difference for others.

Do the following:

- “Catch your partner doing good” – and tell them about it! Out loud!
- Tell them what you admire about them, something they do for you that you appreciate, a character quality they have.
- It doesn’t have to be a deep, dramatic expression of love (although those are great too!), but just say a simple, “You’re really good at *(insert person’s strength here)*, and it makes me feel *(insert your positive feeling here)*. Thanks!”

STEP #5: The “Investment” or Trust Barometer

In every conversation Trust can go UP, Trust can go down, or Trust can remain the same. How well are you trusted with the information you give or receive? Not knowing is being irresponsible and has no integrity. Not sure where you end up on trust with your friends, family or co-workers? Guess you could always ask, right?! A good part about “building” trust through communication is it’s like a Bank Account. After adding to it enough times you can withdraw (trust) from it. Call in a favor, make an unreasonable request or ask something kept secret! All these become more ‘value’ because your integrity speaks for itself and people trust that you say what you’re going to do. Or it can be a great “investment” because you have put in the efforts of trust and reliability in your past communication.

- Think of some people who you could call RIGHT NOW and CASH IN on trust with. Now think about how many people would call you? Are you more trusting of others or not?
- What is it about this person? How have you communicated with them? How have they communicated with you? Do they communicate like you how they do with others?
- Take a detailed look at what environment or experiences have added or subtracted to these conversations.

Start these new habits **TODAY** and **PRACTICE** living effectively, happy and healthy

We just want to say **WAY TO GO** on completing this exercise and creating more **possibilities** and **opportunities** for yourself by advancing your communication skills!



At The Distinction Agency we don't just teach concepts, we develop people in operating from their higher self while producing elite and powerful results. Contact us today! 917.994.1772 or visit at www.thedistinctionagency.com