

CHART #3:**CHART DIFFERENCES IN COMMUNICATION STYLES**

You will find that your communication with other types will improve if you use their own language. Sometimes, it works like magic to get the person's attention and cooperation.

KEY WORDS OF INTROVERTS:

"Let's leave early and go some place to talk quietly."

"I'm worried that I won't have the strength to go through with it."

"I really need to be alone for a while."

"Before I call, I want to plan what I'm going to say."

"I let others open up first. Then I can talk."

"A few close friends are better than a lot of acquaintances."

"I don't want to go to the party because I don't know anyone who's going to be there."

KEY WORDS OF EXTRAVERTS:

"It's important to be sociable and accessible to others."

"I like talking to people, even strangers."

"The longer I stay at the party, the more 'up' I get."

"Let's just plunge in. It will work out."

"I'll initiate; I'm sure others will follow."

"This is going to really make an impression on everyone!"

"Oh dear, my calendar is so crowded with social events!"

"I don't care if I don't know who's going to be at the party. I'm excited about meeting new people."

KEY WORDS OF THINKING TYPES:

"You'll have to give me logical reasons."

"These are my principles; emotions have no place here."

"Let's analyze why you are feeling this way."

"Give me a logical reason why I should go along with your decision."

"The data you've presented is not convincing."

"Let's analyze the situation logically."

"Let's understand the reasoning behind this."

"I'm looking at this objectively. I have no personal interest in the matter."

"Let's discuss it thoroughly."

"Let's not get side-tracked by diversions."

"I don't understand why I have to tell you again that I love you when I already told you before."

"I don't feel comfortable giving compliments. It feels phoney and like flattery."

KEY WORDS OF FEELING TYPES:

"Let me tell you how I feel."

"Let's take the humane approach."

"I'm trying my best to meet your expectations of me."

"The important thing is that we all work in harmony."

"Do you *really* like me?"

"What's the best method to teach this material so that we can arouse interest and enthusiasm?"

"I can't throw it out because it has sentimental value."

"We have to take other people's feelings into consideration."

"It's really hard for me to tell you this; but...."

"Please take extenuating circumstances into account."

"I so much appreciate your devotion and warm-heartedness."

"I am sympathetic to your cause."

"Let's come to a mutually-acceptable agreement on this."

KEY WORDS OF SENSING TYPES:

"Let's be realistic and practical."

"Let's deal with what we have here rather than what might possibly come up."

"Common sense is the best guide."

"Just tell me if it's workable. That's all I need to know." "Is it useful? That's what counts."

"Where's the concrete evidence?"

"I don't trust hunches. Give me facts."

KEY WORDS OF INTUITIVE TYPES:

- "Let's brainstorm and speculate about the possibilities."
- "You have such a fertile imagination."
- "I have a metaphor which can get this message across."
- "I don't care if it's impractical. It's so ingenious!"
- "I get so high just contemplating the sublime wonder of it all. It's all so inspiring!"
- "What do you think would happen if...."
- "Can you imagine...."
- "Let's consider the unconscious motivations involved here."
- "You can't always trust common sense. It's better to go with your intuitions and hunches."
- "It's the principles that are important, not the dry facts."
- "Just follow your instincts. It's probably the right choice."

KEY WORDS OF PERCEIVING TYPES:

- "There are two points of view, and they're equally valid."
- "Let's wait and see. Something is bound to turn up."
- "Let's play it by ear. We'll adapt as we go along."
- "Where's the excitement?!" "Where's the action?!"
- "I'm wide open to suggestions."
- "I don't need anyone else to tell me what to do. I'll do it myself."
- "The deadlines can wait; we'll work at our own pace."
- "I love to be spontaneous and impulsive."
- "Stop trying to pin me down. I want to keep my options open."
- "I'm so curious. Let's see what there is to discover."
- "Just leave it there as it is; you can finish when you come back."
- "You don't have to get there right on time. Let things flow and see how your time's going."
- "I'm best at adapting as I go along and making do with what I have."
- "Let's see what turns up instead of planning it all in advance. We'll let things unfold spontaneously as we go along."
- "If it doesn't work out, we'll try something new. But don't worry. Everything will work out."

KEY WORDS OF JUDGING TYPES

"I'd like to know the rules and regulations."

"I'd feel better if things were settled and decided."

"Be responsible. You can't just think of yourself. There are other people to take into consideration."

"You can count on me to keep my promise, to be there for you."

"Let's take the conservative approach."

"I just want to be good and do the right thing."

"Let's consult a higher authority."

"We have to go through the proper channels."

"Make a schedule; you'll see how much easier things will be."

"A place for everything and everything in its place."

"Here's where I draw the line. That's it and no more!"

"Focus on goals! Have a clear direction!"

"I want to do it the right way."

"It's best to save. You never know what might happen."

"Let's make a firm decision right now."

"You have to think of your future, your goals."

"It's decided, settled, completed, planned, wrapped up."

"There's a deadline to meet. So let's get going. Stiff upper lip. The show must go on, no matter what."

"Justice must prevail even if it hurts."

"Make sure things are arranged, ordered, planned, structured."