

humantold

Assertive Communication

Assertive Communication means clearly and calmly expressing your needs without being too passive or too aggressive. Learning to communicate in a more assertive manner does not mean your needs will always be met; however, it will provide an opportunity to enhance your communication skills and possibly your relationships.

PASSIVE	ASSERTIVE	AGGRESSIVE
"My needs do not matter."	"My needs matter just as much as everyone else's."	"My needs are the only ones that matter."
Give in	Compromise	Take
Not speaking up	Talking and listening	Talking over people
Trying to keep the peace	Making sure things are fair -- for yourself and others	Looking out solely for yourself
Allowing yourself to be bullied	Standing up for yourself	Bullying others