

SAMPLE

Guidelines for Discussions

1. One person speaks at a time.
2. Show respect of other people's ideas and opinions.
3. All must agree to disagree in an atmosphere of mutual respect.
4. Emphasize the positive points.
5. Give each person the right to have and express his/her own view.
6. All must listen; no put-downs or mocking.
7. Allow time for everyone to speak; no one should be excluded for any reason.
8. Teach and use "I statements" as a way of expressing views.
9. Avoid talking about people in the group who are not present.