

Your Words Matter: Choose Them Well!

Your words matter. Choose them well. They define you for the world!

From The "Originalmikesmith@gmail.com"

Word selection is the foundation of positive self-talk and effective interpersonal relationships. Positive word selection is a choice!

All of us working together is smarter than any one of us. Choosing words and phrases that promote positive interaction makes great sense when you are building and/or maintaining personal and working relationships. Making interactions comfortable and productive makes great sense so word selection is important.

Spoken words "set up" or "upset" group actions and responses. Understanding the meaning and knowing how to offer the words to create positive actions is vital. When you find words or phrases you would like to remember and use it might take some practice. Resetting your mind to *improve* your word selections to make more positive experiences will not occur overnight. Look through these and see if there are any you find you could improve in your life. Enjoy!

Don't

Avoid "DON'T" and be clear about what you want to have happen. For example: Instead of saying, "Don't do that," say, "Consider doing this." or "How would it be if we..." or "Could you do instead?" or "Be very careful."

Try

When giving instructions that influence actions, do not use "try". Make sure you provide clear, positive requests for action. Pick words that motivate success. Even if things don't go as planned, valuable lessons will be learned for next time.

For best results use phrases like these: "Give it your best." Or "I believe you can..." Or "Consider doing this instead." "I know you will give it your best shot."

I'll try

Lose the phrase. As Yoda from Star Wars once said, "Do or do not. There is no try!" If it looks too challenging remember the effort will increase your education.

Problem

Lose this word because it often causes others to be afraid. Instead of offering fear, see the situation as an opportunity, situation, or challenge. Your reaction to words is controlled by you – choose ones that inspire you to learn and succeed. Pick one of the powerful three and get started.

Change

Don't fear change; welcome it. Consider thinking or saying: "Let's improve that..." or "Let's rethink this." to create better opportunities and outcomes. It's all about making things better. "Let's figure out a better way to build or perfect or learn or act or correct or replace or redo.

But

Avoid using "But" when giving praise and feedback it takes away the positive things. Consider using: And, So, Nonetheless, Nevertheless, and Even so. It really makes a difference.

I Can't

Lose saying or thinking "I can't." If you don't want to do something, then tell them why! If you are not sure, get more information so you can decide. Tell them yes or no and why you decided that. Taking responsibility leads to more opportunities and growth.

You can't

Lose saying "You can't." Instead discuss with them the "WHY" of you believe they should not get involved with the experience or action.

You're Wrong

When there is a difference of opinion look carefully to see it as a chance to learn and improve, even if it's not what you wanted or thought you knew. The word "Wrong" often creates anger. Know that different experiences bring different approaches to challenges. Use phrases like: "That's Different." Or "I don't agree because....." or "Have you considered...." Use 'wrong' wisely; it often means simply 'not my way.'

Bad

Be aware of judgment when using this word. Not everything labeled 'bad' truly is. Pick alternate words wisely and use phrases that promote learning. Consider phrases like: "Not quite good enough and here is why...", "That was not our best effort." "I have learned that won't work." "Ok, let's figure out what went wrong."

You should ... or should have ...

Should and should have can't turn back time. "What's done is history. Let's learn from it and move on." Use: "Next time, let's... for a better outcome" or "Let's consider". or "Maybe we could..."

I'm Bored

Boredom is self-driven and simply a poor excuse. We control our choices. Throw away that phrase and realize you need to be doing something or anything else!

How you say "No" when you need to!

We all have limits. Know yours to perform better and protect your future by being selective. When you need to say 'No' use phrases like: "Thanks for thinking of me and I" or "Not right now but..." "Oh, no thank you."

You! (accusatory)

When someone makes a mistake that affects you or your work it is best to realize you have made a few in your experience as well. There is no point in being angry and yelling. Acknowledge the mistake and work to show an understanding manner. Consider: 'Many of us have made that mistake and learned from it,' or 'I've done it too and discovered...'. That helps them understand without making them defensive. Use phrases like "We human beings often...," or "Many people...," and "I have been known to..."

We'll see!

This usually is taken as a NO or Maybe to avoid argument. It's not a satisfying answer. It's better to say 'no' if that's your answer. But if you're not sure, say "Maybe." "I'm not sure" or "I'll get back to you by..."

Not right now!

"Not right now" often means 'probably never.' Instead, schedule a time to talk about it with the person. While planning, consider what needs to be done before tackling the task and schedule that too.