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| Skill Area(s): Conversation Skills |
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Conversation Steps

Level: beginner, intermediate, advanced

Goal: to use appropriate skills during a conversation

Materials needed: Steps to having a good conversation handout, pictures for the steps

Activity:

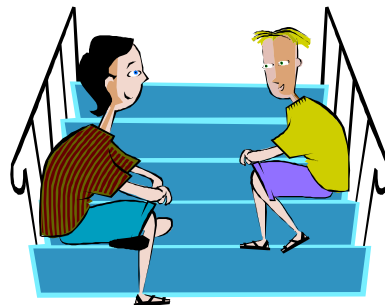
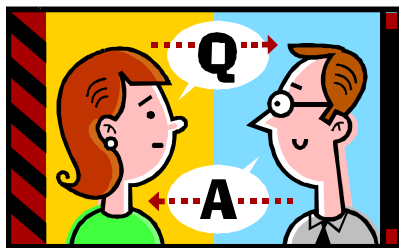
- Give students the handout &/or pictures or post it for all to see
- Go through each step and discuss what it means- what is “personal space,” etc.
- Role play each step
- Role-play a conversation and have others discuss what steps they observed or what steps were missing.
- Role-play in real time- show students how fast real conversations move

Follow up suggestions:

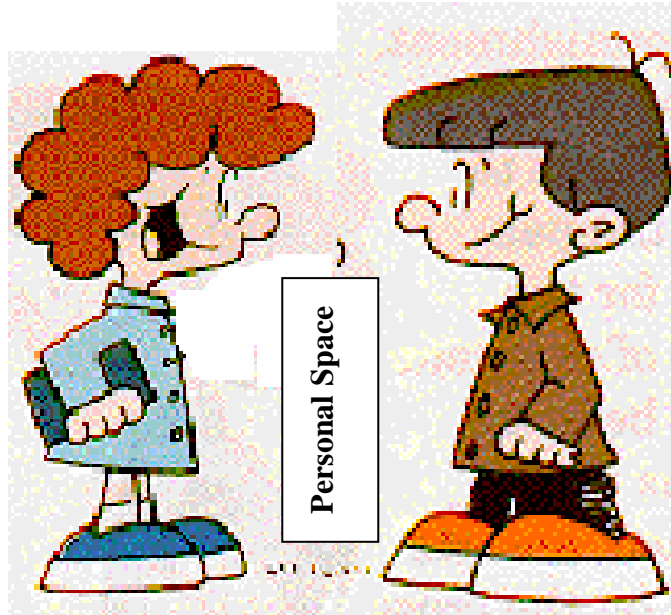
- You can make the handouts into a poster.
- Change the wording for the steps to fit your group if necessary.

Steps to Having a Good Conversation

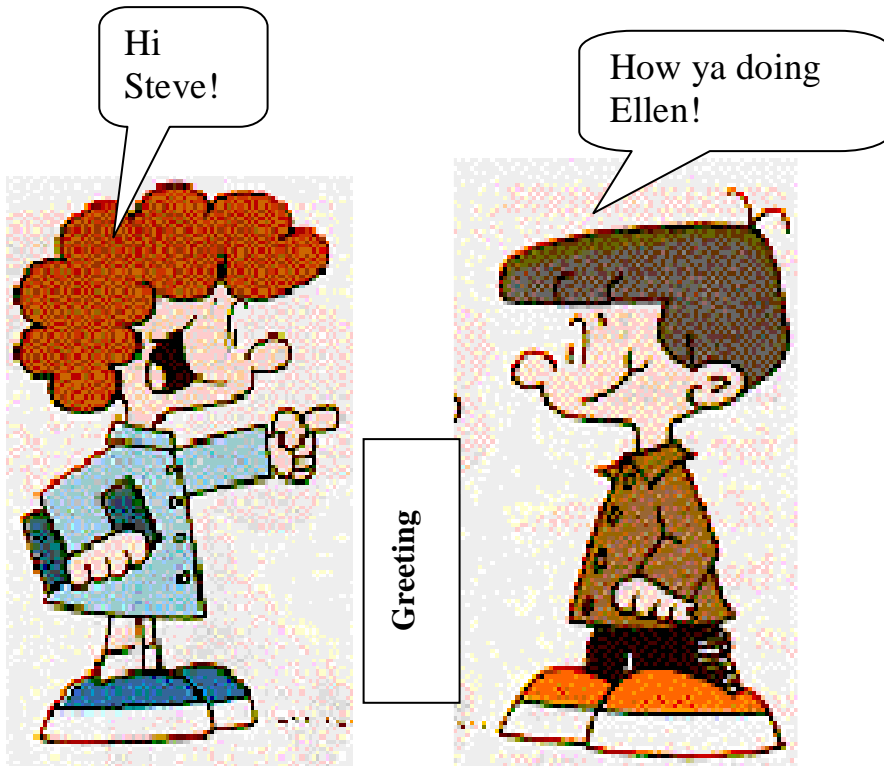
1. Stand leaving good personal space.
2. Greet the other person.
3. Make eye contact.
4. Take turns talking and listening to the other person.
5. Ask questions when something isn't understood or to keep the conversation going.
6. Say "good-bye", "see you later", or "have a nice day."



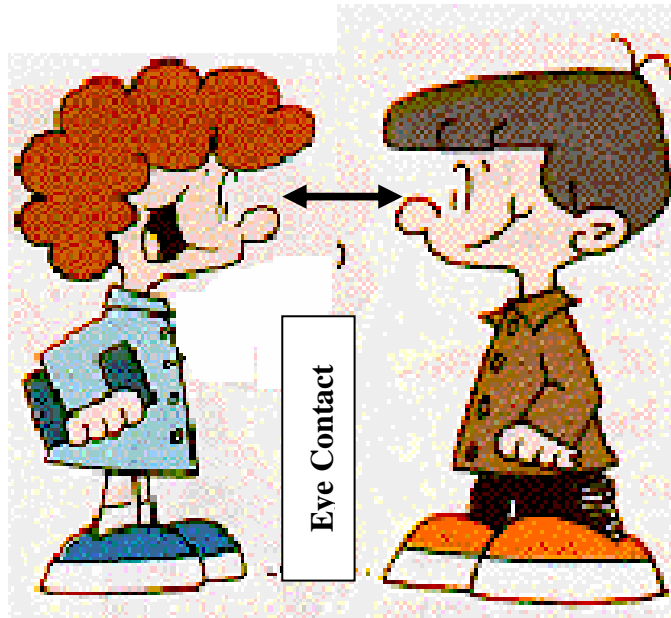
1



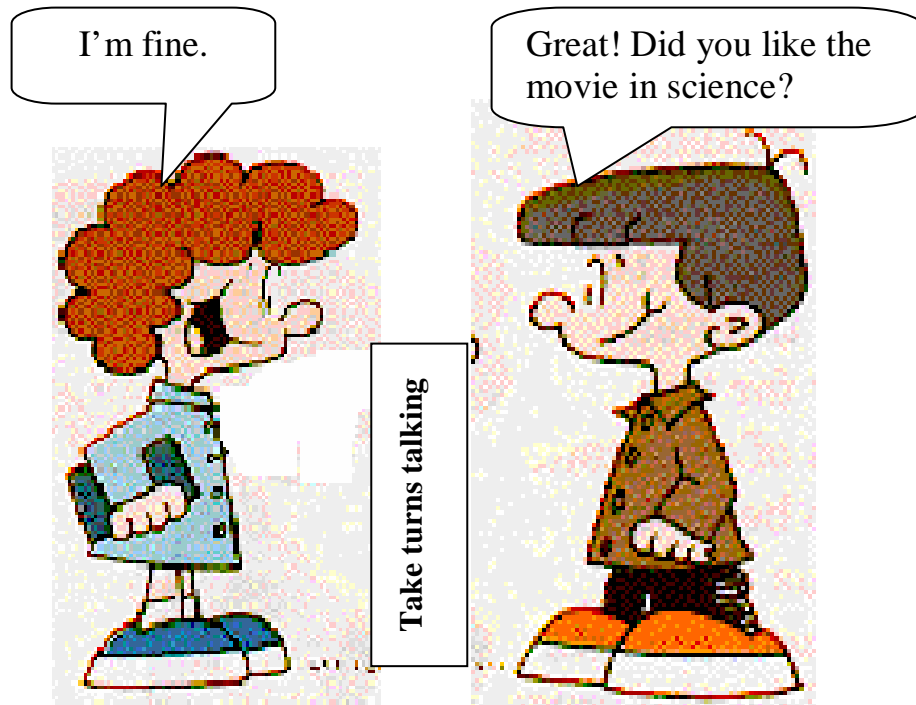
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3



4



5

Yeah it was pretty good. Did you write down the assignment?



Yes! I can give it to you at lunch.



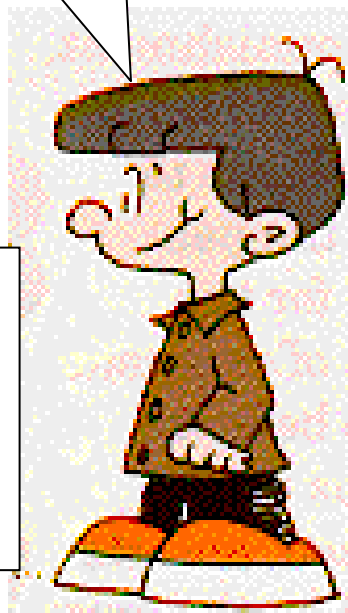
Ask questions

6

Great! See you later!



Ok! Bye!



Say a good-bye