

Editable worksheet to accompany [DEAR MAN assertive communication exercise](#)

Instructions: Look through the exercise linked above, and use the questions below to practice and reflect on how you might use this tool to communicate your own needs/goals/values objectively.

Practice exercise

Think of a past or current situation in your life where you've wanted to express a need or make a difficult request to someone you care about. Use the prompts to help you figure out what you'd want to say and how you'd want to say it.

1. Describe: What are the relevant facts of the situation? Do not include opinions or interpretations.

2. Express: What are/were your feelings about the situation, using I-statements ("I feel/felt _____ when _____")?

3. Assert: How would you tell the person what you need from them in order to move forward? Be specific when giving instructions or making requests, making them as concrete and actionable as possible.

4. Reinforce: How will you reward the other person if they respond well to you? (This could be as simple as "accept their apology," or "smile and say "thank you,"" etc.)

5. Mindfulness: What is/are your overall goal(s) in this conversation? What other topics might distract you from this goal?

6. Appear confident: Describe the posture, eye contact, and tone of voice you would use.

7. *Negotiate*: What are the limits of what you're willing to accept? Is there anything on which you'd be able to compromise, while still getting your needs met?