

Conversation Skills—Open Conversation

Being open to other opinions and viewpoints helps keep conversations going. Sometimes when we discuss something with others, we start to argue our position. Arguing can be destructive because it puts people on the defensive and stops discussion. Here are some *dos* and *don'ts* to keep conversations open.

Do:

- ✓ Stay on the subject.
- ✓ Be open to other people's viewpoints.
- ✓ Use a quiet voice.
- ✓ Focus on only the important facts.

Don't:

- ✓ Argue.
- ✓ Raise your voice.
- ✓ Reject other opinions without listening.

Are these speakers being **Open** or **Argumentative**?

Open **Argumentative**

- | | | | |
|----|-------|-------|--|
| 1. | _____ | _____ | As long as you're willing to listen to me, I'll hear you out. |
| 2. | _____ | _____ | I really don't want to fight about this, but you're being so unreasonable! |
| 3. | _____ | _____ | I think that was a pretty stupid remark. |
| 4. | _____ | _____ | Even though that upsets me, I'll think about what you said and get back to you. |
| 5. | _____ | _____ | No, I'm not going to listen to you because I don't think you know what you're talking about. |
| 6. | _____ | _____ | You've been doing some things lately that really bother me. Do you have some time to talk to me today? |
| 7. | _____ | _____ | You know, that was really an ignorant remark. |
| 8. | _____ | _____ | You sound like a broken record. Give it a break, okay? |

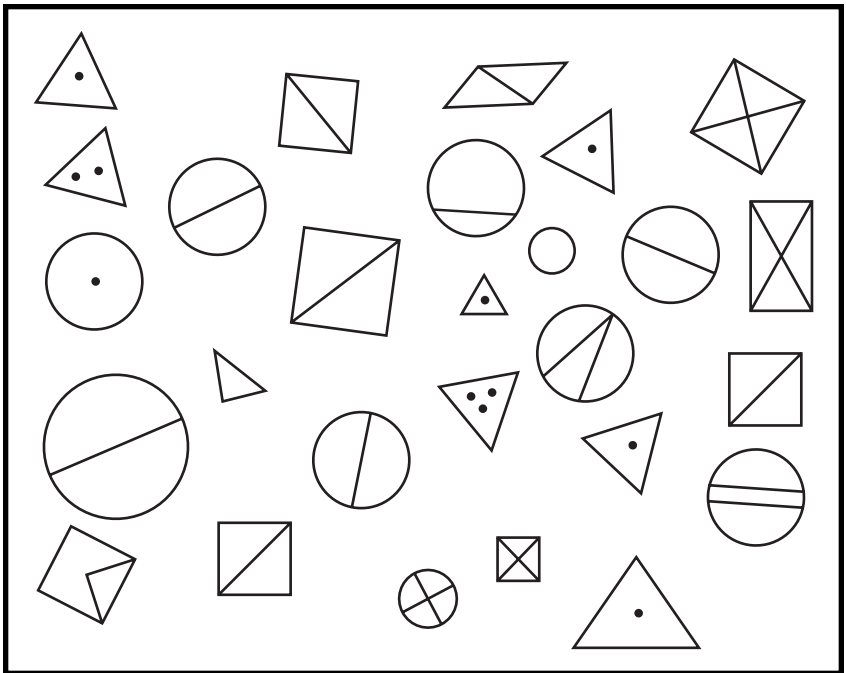
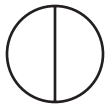
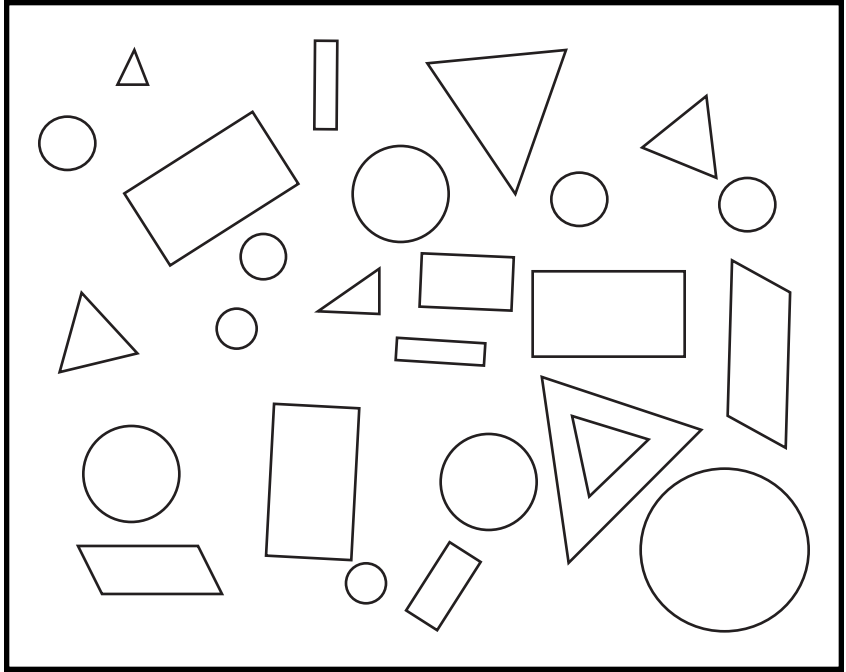
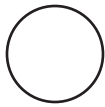
Numerical Sequences

Complete each number sequence.

1. 1, 2, 3, 4, 5, _____, _____, _____
2. 1, 2, _____, _____, 5, 6, _____, _____, 9, _____
3. 2, 4, 6, _____, _____, _____, 14
4. 1, 3, 5, _____, _____, _____, _____
5. 15, 14, 13, _____, _____, _____, 9, 8
6. 20, 18, 16, _____, _____, _____, 8, 6
7. 5, 10, 15, _____, _____, 30, 35
8. 100, 95, 90, 85, _____, _____, _____, 65
9. 10, 20, 30, _____, _____, 60, 70
10. 90, 80, _____, _____, 50, 40
11. 3, 6, 9, 12, _____, _____, 21
12. 30, 27, 24, _____, _____, 15, 12
13. 1, 8, _____, 22, 29
14. 100, 94, 88, _____, _____, 70
15. 8, 12, _____, _____, _____, 28
16. 40, 36, _____, 28, _____, _____, 16
17. 15, 30, _____, 60, _____
18. 0, 8, 16, _____, _____, 40, 48
19. 13, 26, 52, _____, _____, 416
20. 600, 300, 150, _____

Locating Items

The three shapes on the left are in the box on the right. The shapes will be the same size but may be rotated. Shade in each one you find.



Differences Between Pictures

Locate at least 10 differences between the pictures.

