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## Communication in College

I. Directions: Drag and drop the **word** to its correct definition.

Listen:

When you go to college, you will need to understand your **needs, rights,** and **responsibilities** and be able to **communicate** effectively. Being an **effective-communicator** means you are **assertive** and can respectfully share your thoughts, give information to others, listen closely, and follow instructions.

Being a strong **self - advocate** means feeling confident to speak openly in order to express your needs and opinions. You are responsible for being **proactive** about communicating your needs when you continue your education.

### Definitions

\_\_\_\_\_ When a person is able to stand up for their rights, needs, and wants

\_\_\_\_\_ Legal protections that cannot be taken away

\_\_\_\_\_ Things that you are expected to do

\_\_\_\_\_ Something that is necessary and important

\_\_\_\_\_ To give or receive information through talking, listening, body language, or written formats like emails

\_\_\_\_\_ Expressing thoughts and sharing information in a clear and respectful way while being an active listener

\_\_\_\_\_ Expressing thoughts and feelings in a respectful, open, and confident way while listening to the opinions of others

\_\_\_\_\_ Taking action or preparing for a situation ahead of time

II. Directions: Different types of communication - Choose the best answer (assertive, aggressive, passive)

1. Expressing thoughts and feelings in a way without listening to the opinions of others

Aggressive      Passive      Assertive

2. Expressing thoughts and feelings in a respectful, open, and confident way while listening to the opinions of others

Aggressive      Passive      Assertive

3. Avoids expressing thoughts or feelings and lacks confidence to stand up for rights, needs, and wants.

Aggressive      Passive      Assertive

**IV. Directions: Read the following quotes and choose whether they are Passive, aggressive or assertive communication.**

1. "If there is a time limit for class projects, I will need extra time to complete them." \_\_\_\_\_.
2. "I won't use extra time if you don't think I should have it." \_\_\_\_\_.
3. "You will be staying late in class with me because that is what is best for me." \_\_\_\_\_.
4. "I am willing to come in before or after class to make sure I have plenty of time to finish." \_\_\_\_\_.
5. "I'll just complete what I can during normal class time and turn it in." \_\_\_\_\_.
6. "I need extra time, but I don't want to ask because she might say no." \_\_\_\_\_.
7. "I said I'm not finished yet!" "You didn't give me enough time!" \_\_\_\_\_.
8. "I still have one section left and need about 20 minutes to finish." \_\_\_\_\_.

