# **Activity Name: The "I" Statement Script**

**Objective:** To practice a specific communication technique that allows team members to give difficult feedback without triggering defensiveness or hostility.

**Materials Needed:**

* "I" Statement Worksheet (see format below)
* Pens
* A list of "Accusatory Statements" (e.g., "You are always late," "You never listen to my ideas").

### **Instructions**

**Step 1: The Formula** Introduce the "I" Statement formula on the whiteboard. Explain that starting a sentence with "You" sounds like an attack, while starting with "I" sounds like you are sharing your experience.

* **The Formula:** *"I feel [Emotion] when [Specific Behavior] because [Impact on the work/me]."*

**Step 2: The Translation Exercise** Give participants a list of aggressive "You" statements. Ask them to translate them into "I" statements using the formula.

* *Example 1:* "You are ignoring me." -> *Translation:* "I feel frustrated when my emails go unanswered because it delays the project."
* *Example 2:* "You are too bossy." -> *Translation:* "I feel overwhelmed when I am given orders without discussion because I want to contribute my own ideas."

**Step 3: Roleplay** In pairs, participants practice delivering these "I" statements to each other. The listener practices receiving the feedback without getting defensive.

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### **Debrief & Reflection**

*(Participants can answer these questions individually or discuss as a group)*

1. **How did it feel to receive an "I" statement compared to a "You" accusation? Did it change your willingness to listen?**
2. **In what past work situation could this script have helped you resolve a conflict better?**