

Jacqueline Voci

WE LOVE COMMUNICATING

Before You Speak

Communicate with Intention

A post-webinar summary

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WHAT WE EXPLORED TOGETHER

You are already a communicator. And you have strengths you're probably not even aware of. Like everyone, you probably also have a few communication habits that aren't serving you.

The beautiful thing is that you can continually evolve your communication skills throughout your entire career. Everything is changeable.

Your words contribute to how others experience your workplace.

In this session you did three things:

1. Named a communication strength.
2. Recognized a pattern that may not be serving you.
3. Learned a technique you can use right now.

EXERCISE 1

Your Communication Superpower

Today, you identified one of your communication superpowers.

Most of us communicate without ever stopping to think about what we're really great at. Here are some questions to help you identify one of your superpowers:

• **Why do people trust you?**

People come back to you. Something in the way you show up makes that happen.

• **When do you feel most comfortable in a conversation?**

The conditions where you're at your best reveal what you naturally do well.

• **What do you do that makes people feel at ease?**

The things that are effortless to you are often extraordinary to others.

EXERCISE 2

Early Warning System

You recalled a conversation you wish you'd handled differently. Rather than judging it, you tuned in — noticing the physical sensations and emotions that were present. Noticing is the skill.

Your body knows before your brain that you're not at your best.

- **Sensations**

For example, tension, tightness, shallow breathing, a knot in the stomach — or any number of other sensations you might notice.

- **Emotional signals**

For example, frustration, overwhelm, anger, sadness — or any other emotions you might notice.

The opportunity: can you notice sooner?

EXERCISE 3

The Technique

1 **Stop**
Pause before you respond. Even half a second changes everything.

2 **Breathe**
One deep, conscious breath returns you to yourself.

3 **Ask**
Am I my best self right now? Will I regret this? What choice am I making?

Language to Reach For

If you can step away:

“Can we come back to this in a bit? I want to give it the attention it deserves.”

“I'd like to think about this before I respond. Can we come back later today?”

“This is important. Let me come back to you on it.”

If you can't step away, speak with as much neutrality as you can muster:

“Just give me a moment to collect my thoughts.”

“I want to make sure I respond well — please bear with me.”

“I hear you.”

KEEP GOING

Ready to go further?

Communication is a lifelong practice — and today was just the beginning.

1-1 Coaching

Work directly with Jacqueline to identify your patterns, build on your strengths, and show up as the communicator you want to be.

Team Workshops

Practical, memorable sessions on interpersonal communication and public speaking — for organizations and teams of all kinds.

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Sign up for the Higher Frequency newsletter at welvecommunicating.com

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