

THINK BEFORE YOU SPEAK

T

IS IT TRUE?

Is this a fact or is it really an opinion or feeling? Ask yourself this before saying it out loud.

H

IS IT HELPFUL?

Is what you're about to say going to help you, them, or the situation?

I

IS IT INSPIRING?

Does it IMPROVE on the silence?

N

IS IT NECESSARY?

Should you say this out loud, or keep it to yourself?

K

IS IT KIND?

What is your motivation for communicating? Are you being kind?

