

Conflict Resolution Checklist

Brief description of the Conflict:

Complete the checklist below in order to self-evaluate your response to the identified conflict.

DID I...	Yes	Refuse to Try	Will Try
Speak the truth in love?			
Choose words easily understood by my listener?			
Avoid Speaking with sarcasm?			
Avoid Offending?			
Really Listen?			
Apologize sincerely, if needed?			
Try to let the other person know I was actively listening?			
Communicate my love/concern for the person?			
Consider their perspective?			
Clearly state my personal needs?			
Avoid blaming or attacking?			
Clearly state what I want to achieve from the conversation?			
Express willingness to compromise?			
Communicate what I need from them?			

What do I need to do to help resolve this conflict?

Do I need Coaching in order to obtain the skill needed to resolve this conflict? If Yes, state areas of need.

Can I resolve this conflict independently or do I need help from a neutral third party?
