

Becoming More Assertive

Some people are naturally more assertive than others. If your personality tends to be more passive, you might want to work on the following assertive behaviors. Becoming more assertive will help you gain more communication skills as well as more respect from yourself and others.

Rate the skills that you find **unimportant** to you on a scale of 1-3.

1 = **Unimportant** 2 = **Somewhat important** 3 = **Very important**

Value yourself and your rights.

_____ Understand that your rights, thoughts, feelings, needs and desires are just as important as everyone else's while recognizing they aren't that important that someone's better.

_____ Recognize your rights and protect them.

_____ Believe you deserve to be treated with respect and dignity at all times.

_____ Stop apologizing for everything.

Identify your needs and wants, and ask for them to be satisfied.

_____ Don't wait for someone to recognize what you need.

_____ Understand that to achieve to your full potential, your needs must be met.

_____ Don't worry about your needs not without notifying others if needs to be met.

Acknowledge that people are responsible for their own behavior.

_____ Don't make the mistake of blaming responsibility for the how people react to you on other statements (e.g. with anger or resentment). You can only be responsible for yourself.

_____ As long as you are not violating someone else's needs, then you have the right to react the way you want.