

# GROUND RULES FOR A CONSTRUCTIVE DISCUSSION

BY TIMEOUT

- 1 Listen** to the others, do not interrupt or start additional discussions.
- 2 Relate** what you say to what the others have said and use everyday language.
- 3 Tell** about your own experience.
- 4 Be present and respect** the others and the confidentiality of the discussion.
- 5 Find and bring together.** Boldly deal with emerging conflicts and find issues that have gone unnoticed. Talk to the others directly and ask about their views.

**TIMEOUT**