

CLARIFY

Continuing To Ask Questions



Continuing to ask questions in response to others' input is one of the Clarify style behaviors in the Sphere of Influence 360°.

When you continue to ask questions, you DIG DEEPER, you make sure you discover all the details.

Continuing to ask questions is partly a mindset. When the other person is speaking, the trick is to make sure that you regularly ask yourself:

- "Is everything completely clear, or do I need more information?"



“The important thing is NOT to stop questioning.”

- Albert Einstein

Exercise: Practice, practice, practice

When you continue to ask questions you focus completely on what others say. You:

- Show that you are interested.
- Try to make as clear as possible what the other person means.
- Check if you understand people correctly.

Continuing to ask questions is a skill you 'learn by doing'. So every conversation is a chance to practice. There are a number of questions that can help you, as shown below:



In the table below you will find some examples of how to use these in sentences. Start using them today! **Good luck!**

Example sentences when you focus on the past	Example sentences when you focus on the future
<ul style="list-style-type: none">■ What did you do exactly?■ How long did that take?■ Who was involved?■ What happened then?■ When was that?■ Where did this take place?	<ul style="list-style-type: none">■ What are you planning to do exactly?■ How long will that take?■ Who will be involved?■ What happens then?■ When will that be?■ Where will this take place?

Evaluation:

How did your attempt to continue to ask questions in response to others' input work out?



1



2



3



4



5

What did you learn? What insights did you gain?

What went well? What would you repeat?

What can you do to improve your performance?

What is your next step?