



Frustration Dialogue Guide

Appendix C

Frustrations, concerns, challenges, and other difficulties are inevitable. This *Dialogue Guide* helps you create a safe space to discuss difficult topics in a way that's free of negativity and focused on productive solutions. The prompts listed below will first direct the sender to share an appreciation (as an initial connecting activity) and then direct the sender to describe the frustration or challenge they're experiencing, followed by their proposed solution, wish, or request.

Note: It's essential to practice Zero Negativity and share your frustration objectively. For more information, refer to our Zero Negativity (REFRAME) tips on page 16.

Instructions: Follow the prompts exactly as they are listed below.



The person initiating the conversation and sharing the frustration will follow all the **orange bubble** prompts aligned to the left labeled **Sender**.



The person listening, mirroring, summarizing, validating, and empathizing will follow all the **blue bubble** prompts aligned to the right labeled **Receiver**.

1 - MAKE AN APPOINTMENT



Is now a good time to talk about a frustration/challenge I am experiencing?

Sender

Yes, it is.



Receiver

Connect Non-Verbally:
Make eye contact and take a breath before beginning the dialogue.

2 - SHARE & MIRROR

Begin with Appreciation



Sender

*First, I'd like to share an appreciation with you.
I appreciate that you ____.*

Receiver:

If you get overloaded at any point in the dialogue, raise your hand and say:
"Let me try to mirror you back so far."

Mirrors and Checks for Accuracy

*If I got that, you appreciate that I ____.
Did I get it?*



Receiver

Verifies Accuracy



Sender

*Yes, you got it.
- or -
The part you got was ____, and I also said ____.*

Receiver:

Continue to mirror the sender until the sender confirms you "got it."

Thank you for sharing your appreciation.



Receiver



Sender

Thanks for receiving it.

Shares Frustration



Sender

*Now, I'd like to discuss a frustration/challenge I'm
experiencing. That frustration/challenge is ____.*

Mirrors and Checks for Accuracy

If I got that, the frustration/challenge you're experiencing is _____. Did I get it?



Verifies Accuracy

Yes, you got it.

- or -

The part you got was _____, and I also said _____.



Receiver:

Continue to mirror the sender until the sender confirms you "got it."

Is there more about that frustration/challenge?



Shares Feelings/Impact

Yes, the more is when I experience this frustration/challenge, I feel _____.



Mirrors and Checks for Accuracy

*If I got it, when you experience this frustration/challenge, you feel _____.
Did I get it?*



Verifies Accuracy

Yes, you got it.

- or -

The part you got was _____, and I also said _____.



Shows Curiosity

Is there more?



Connects Current Frustration to Past Experience



Yes, when I feel ___, it reminds me of ___ (past experience).

Mirrors and Checks for Accuracy

*If I got it, it reminds you of ____.
Did I get it?*



Verifies Accuracy

*Yes, you got it.
- or -
The part you got was ___, and I also said ____.*



Shows Curiosity

Is there more?



Shares Wish/Request/Solution

*I'd like to share my wish/request/solution,
which is ____.*



Mirrors and Checks for Accuracy

*If I got it, your wish/request/solution is ____.
Did I get it?*



Verifies Accuracy

*Yes, you got it.
- or -
The part you got was ___, and I also said ____.*



Shows Curiosity

Is there more?



Receiver:

Continue to mirror the sender until the sender confirms there is
"no more."

3 - SUMMARIZE

Summarizes

*Let me see if I got it all.
The frustration/challenge you are experiencing is ____.
It makes you feel ____, and it reminds you of ____ (past experience).
You shared a wish/request/solution, which is ____.*

Checks for Accuracy

Is that a good summary? Did I get it all?

Verifies Accuracy

*Yes, you got it.
- or -
The part you got was ____, and I also said ____.*



Receiver:

Continue to mirror the sender if a part was missed.



4 - VALIDATE

Validates

Well, that makes sense! It makes sense that the frustration/challenge you're experiencing makes you feel ____ because it reminds you of ____.

Checks for Accuracy

I want to validate you. Is that a good validation?

Verifies Accuracy

Yes, that's a good validation.



5 - EMPATHIZE

Empathizes

*If you/we address this frustration/challenge by doing ____,
I imagine you would feel ____ (relieved, happy, less anxious, etc).*

Checks for Accuracy

*Am I getting it?
Is there more about how you'd feel?*

Verifies Accuracy

*Yes.
- or -
Yes, I'd also feel.*



Sender

Receiver:

Continue to mirror the sender if additional feelings are shared.



Receiver



Receiver

6 - CLOSE

*Thank you for sharing the frustration/challenge
and your wish/request/solution with me.*

Thank you for listening.



Sender



Receiver

If appropriate, discuss the next steps. See the next page for instructions.

If there are no next steps to discuss, conclude the dialogue with a handshake, high five, or other connecting activity.

OPTIONAL- DISCUSS NEXT STEPS



Would now be a good time to discuss our next steps?

Yes, now is a good time.



Receiver:

If now is NOT a good time, make an appointment with the sender to discuss next steps later.

Sender and Receiver:

As you discuss the next steps, mirror each other using the mirroring sentence stems (*If I got that, you said _____. Did I get it? Is there more?*).

After you've finished discussing the next steps, give each other a handshake, high five, or other connecting activity to conclude the dialogue.