

CONVERSATION SKILL TIPS & TRICKS

TIPS FOR STARTING INDIVIDUAL CONVERSATIONS:

- Make eye contact and don't invade their personal space.
- Ask questions, even if you might know the answer. *Example: "You are in Mrs. Brown's class, right?"* People love to talk about themselves!
- Don't interview. Listen to their responses, comment, and stay on topic. *Example: "That's cool! I play basketball, too! What position do you play?"*
- Give them a compliment. *"I love your shoes! Where did you get them?"*
- Don't be a conversation hog! Trade information back and forth.
- Talk about what you know. If they are talking about something that you don't understand, ask questions! They will know you are listening and making an effort.
- Watch facial expression & body language. Are they listening? Enjoying the conversation?

TIPS FOR JOINING GROUP CONVERSATIONS:

- Listen to the conversation from a distance. Make sure it is something that you are comfortable talking about. Think about what you will say before you approach.
- Don't invade personal space when you join in.
- Wait for a pause in the conversation before you speak.
- Listen to what the group is talking about and stay on topic.
- Pay attention to the body language of the group. Are they turning their backs to you or are they opening up to let you join the conversation?
- Don't be a conversation hog! Trade information back and forth.
- Be a good listener. Respond with a comment before talking about yourself.

Appropriate Topic Ideas

Family
Friends
Weather
Hobbies
School
Arts & Entertainment
Upcoming Holidays
Local Events

Topics to Avoid

Finances
Politics
Religion
Gossip
Past Relationships
Family Drama
Offensive Jokes
Bodily Functions

Pro Tip:
Stay positive and have
confidence when you are
first meeting someone!

