

NCCIC Is a Service of the Child Care Bureau

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MY PREFERRED MODE OF COMMUNICATING¹

STEP 1: Circle the six to eight statements that best describe you. Then answer the questions on the next page.

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I understand well most things that I read.

Reading is relaxing.

I enjoy keeping a daily journal, calendar or planner.

I leave notes for family members and others.

I look at a book or newspaper every day.

I would rather read the book than watch the movie.

I recopy information that I want to remember or understand better.

I take a lot of notes at meetings.

I like to spend free time reading.

To learn how to do something, I like to read the instructions.

I prefer to write down my ideas before I say them.

I keep in touch with people by writing cards and letters.

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Hearing other people discuss things helps me form my ideas.

I keep the radio or television on for company.

I prefer to read out loud rather than silently.

I learn well by discussing my ideas with others.

I like to close my eyes and take in the sounds around me.

I remember almost everything I hear.

I like to tell stories.

I love to spend time on the telephone.

I like to listen to stories about others.

To learn how to do something, I like to watch and listen to someone demonstrate it.

I like to take part in conversations.

I like to ask questions to understand better.

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¹ Adapted from Head Start Bureau. (1996). Handout 15: Communication styles. *Training guides for the Head Start learning community, Communicating with parents*. Administration for Children and Families, U.S. Department of Health and Human Services. p. 88.
www.headstartinfo.org/pdf/communicating_with_parents/communicating_with_parents.pdf

STEP 2

Draw a line across the page connecting the two stars. Next draw a line from the top to the bottom of the page connecting the two stars. The quadrant where you have the most circles may be your preferred mode of communication.

Reading	Writing
Listening	Speaking

STEP 3

Answer the following questions.

According to this exercise what is your preferred mode of communication?

Does this make sense to you? Why or why not?

Give an example of how you have used your preferred mode of communication with your partners.

Based on this exercise, what is the preferred mode of communication for some of your partners?

What does this information suggest for future communications between you and your partners?