

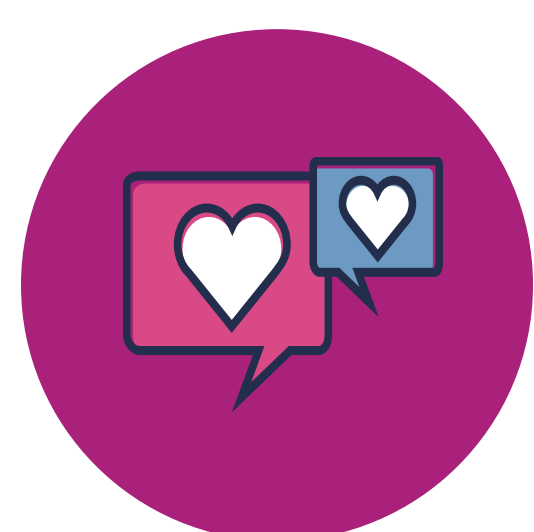
Setting the Table for Civility

AGREEMENTS



When discussing a topic when there are different opinions, it is recommended to have people agree to guidelines before the conversation begins. Here are some suggested agreements about respectful participation and active listening. Remind people that the goal of the conversation is not to convince or persuade others of their position, but to share their views and better understand differing opinions. Feel free to have people add other guidelines that they believe would help create a civil and constructive conversation.

Respectful Participation



All opinions are welcome and encouraged

One voice at time



Be present

Share the floor/Keep comments brief



What is shared during the conversation stays in the room.

Active Listening



Be open to learning.
Be curious

Ask clarifying questions



No name calling, arguing, or being dismissive



Assume best intentions

Use "I" statements



Agree to disagree