

EXPAND YOUR INFLUENCE



THE 5 INFLUENCING STYLES...WHICH DO YOU USE MOST?

LOGIC: *If you influence through logic, you...*

- Use facts and reasoning to present your ideas
- Leverage expertise and your experience to build credibility

ASSERTION: *If you influence through assertion you...*

- Insist that your ideas are heard and considered, even when others disagree
- Debate with or persuade others to see your point of view

NEGOTIATION: *If you influence through negotiation you...*

- Look for compromises and make concessions to reach an outcome that satisfies your greater interest
- Make trade-offs and exchanges in order to meet your overall objective

INSPIRATION: *If you influence through inspiration you...*

- Encourage others towards your POV (point of view) by communicating a sense of shared mission and exciting possibilities
- Use inspirational stories and metaphors to encourage a shared sense of purpose

BRIDGING: *If you influence through bridging and coalition you...*

- First connect with others to gain buy-in
- Use consultation, reciprocity and personal relationships to get others to agree with your position



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7 WAYS TO BUILD INFLUENCE

ACTIVELY LISTEN

BUILD TRUST WITH CO-WORKERS

CULTIVATE RELIABILITY THROUGH CONSISTENCY

GET RESULTS

BE ASSERTIVE

BE FLEXIBLE

BE PERSONAL

ACTIVELY LISTEN

Encourage the silent members of your team to speak-up.

BUILD TRUST

Be open and honest.
State your opinions and disclose your apprehensions.

CULTIVATE RELIABILITY THROUGH CONSISTENCY

Set consistent expectations.
Give consistent feedback, both positive and constructive.

GET RESULTS

Put your ideas to the test and follow-through.

BE ASSERTIVE

Present your ideas with confidence.

BE FLEXIBLE

Strike a balance between holding firm on your ideas and showing flexibility to listen to other ideas.

BE PERSONABLE

Create meaningful, personal exchanges. Ask questions of others.

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AM I ASSERTIVE?

Read the questions and keep track of how many times you answer yes.

I am comfortable meeting new people in social situations .	I am able to say "no" without feeling guilty or anxious.	I can express strong feelings such as anger, frustration or disappointment.
I can easily request help and information from others.	I feel capable of learning new things and performing new tasks.	I am able to acknowledge and take responsibility for my own mistakes .
I can discuss my beliefs without judging those who don't agree with me.	I am able to express my honest opinion to others, even if they don't agree.	I tell others when their behavior is not acceptable to me.
I can speak confidently in group situations .	I believe my needs are as important as those of others and should be considered.	I can assert my beliefs even when the majority disagrees with me.
I can express anger or disappointment without blaming others.	I am comfortable delegating tasks to others.	I value my own experience and wisdom.

How many times did you answer yes?

+ More than 10
You are consistently assertive and probably handle most situations well.

- Less than 10
Learning assertive behavior techniques would boost your score. Read the article closely.

How many times did you answer YES?