

## BUILDING RAPPORT SELF-ASSESSMENT

**Instructions:** Read each statement and select the response that best represents your behaviors and thoughts at work. Try not to “over- think” your answers.

1. I do not form an opinion of someone until I take the time to get to know them.	Yes No
2. Before meetings begin, I chat with attendees about non-work-related subjects (the weather, weekend plans, family, etc.).	Yes No
3. I ask questions of others to find out their interests or background.	Yes No
4. When I ask questions to learn more about others, I listen to the answer.	Yes No
5. I share my experiences so others can get to know me.	Yes No

*If you responded Yes to 4-5 statements, you are doing a great job building rapport!* Building meaningful relationships with those you work with is important to you. You see the value caring about others brings to the equation. Continue to be open and interested in others, so you maintain the best version of yourself.

*If you responded Yes to 3 statements, you occasionally focus on building rapport.* While at times you maintain rapport, opportunities exist to focus more on connecting with others. This may not always be natural for you, but with practice and effort, others will notice the change, and you will benefit from the results.

*If you responded Yes to 0-2 statements, you would benefit from adopting some strategies to build rapport throughout your day.* Be open to learning something new about those around you. Be aware of your body language and remain approachable. Once you have committed to making these improvements, you will create more meaningful workplace interactions, which is a win-win for yourself, others, and your organization!

*\*Adapted from our Building Rapport Program.*

*To learn more about our customizable training and development programs and how they can help you or your organization achieve greater results contact:*

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