

Key to worksheet TED Talk 10 ways to have a better conversation

Pre-watching

A) Match the verbs to their meanings.

a.	Don't equate your experience with theirs.	5	<i>to think that something is the same as something else</i>
b.	and so they're more careful about what they claim to be an expert in and what they claim to know for sure. Do that. Err on the side of caution.	4	<i>to be very careful in order to avoid mistakes</i>
c.	every conversation has the potential to devolve into an argument	1	<i>to change into something else</i>
d.	I don't have to hear anything I'm not interested in. I'm the center of attention. I can bolster my own identity.	6	<i>to make something stronger</i>
e.	Is there any 21st-century skill more important than being able to sustain coherent, confident conversation?	3	<i>to make something continue for some time</i>
f.	rarely do they have an opportunity to hone their interpersonal communications skills	2	<i>to develop and improve something over a period of time</i>
g.	Don't pontificate . If you want to state your opinion without any opportunity for response or argument or pushback or growth, write a blog.	7	<i>to state your opinion as if it is the only one worth listening to</i>

B) Match the adjectives to their meanings.

a.	because they said something offensive	2	<i>rude in such a way that a person feels upset</i>
b.	Is there any 21st-century skill more important than being able to sustain coherent , confident conversation?	1	<i>easy to understand and clear.</i>
c.	It's condescending , and it's really boring	4	<i>talking as if you are more important and more intelligent than other people</i>
d.	Be brief . A good conversation is like a miniskirt; short enough to retain interest, but long enough to cover the subject. -- My Sister	3	<i>taking a short time</i>

C) Match the nouns to their meanings

a.	I don't allow pundits on my show	2	<i>a person who knows a lot about a particular subject and who often talks about it in public.</i>
b.	Do you know who that was? She was the runner-up to Miss America.	1	<i>a person who finishes second in a competition</i>

After watching

D) Write down the 10 ways to have a better conversation.

1	<i>Don't multitask. Be present. Be in that moment.</i>
2	<i>Don't pontificate.</i>
3	<i>Use open-ended questions.</i>
4	<i>Go with the flow. That means thoughts will come into your mind and you need to let them go out of your mind.</i>
5	<i>If you don't know, say that you don't know.</i>
6	<i>Don't equate your experience with theirs.</i>
7	<i>Try not to repeat yourself.</i>
8	<i>Stay out of the weeds. Forget the details. Leave them out.</i>
9	<i>Listen.</i>
10	<i>Be brief.</i>

E) Which three rules do you think are the most important for you? Why?
Your own answer.