A BAKER'S DOZEN OF ENCOURAGEMENT IDEAS
by Barbara Fairfield

1. NOTE ACCOMPLISHMENTS: BE SPECIFIC:
   "You do a good job of..." "You have improved in..." 

2. POINT OUT THE USEFULNESS OF THEIR IDEAS:
   "Your idea is a really useful one." "I am glad you shared that with me - now I will be able to..."

3. EXPRESS YOUR PLEASURE AND LEAD THEM FURTHER:
   "I like the way you handled..." "That idea seemed to work well for you." "I was wondering what might happen if you also..."

4. POINT OUT THE COMMONALITY:
   "I am no exception." "It is not surprising that..." "We often find it hard to..." "I felt similarly the other day when..."

5. SOLICIT FEEDBACK:
   "What are your thoughts on the subject?" "How do you feel about that idea?" "How do you feel about what I did (said, etc.)?" "How does this idea strike you?" "Do you have some different ideas?" "If you try any of the ideas we discussed, I would be interested in how they work out."

6. HELP THEM DEAL WITH MISTAKES AND FEAR OF FAILURE:
   "So you do make a mistake; now, what can you learn from it?" "That must seem scary, but I'm sure you can handle it." "Let's try together." "What's the worst that can happen?"

7. SHOW INTEREST IN THE CONCERNS THEY EXPRESS:
   "I am very interested in how you handled that..."

8. ASK:
   "Would you be willing to...?" "Could you help me by...?" "Do you think you could...?"

9. DISTINGUISH BETWEEN THE CHILD AND HIS BEHAVIOR:
   "We like (enjoy) you but we don't like what you do when you..."

10. POINT OUT WHAT SHOULD BE ENCOURAGING TO THEM:
    "You must have felt good when..." "You must have been encouraged that..."

11. SEEK THEIR HELP:
    "You could help me (us, the others, etc.) by..." "Since you are good at... I was hoping you would do it now."

12. EXPRESS YOUR APPRECIATION:
    "For their help, sharing, cooperativeness, thoroughness,..." "For following directions, for responding to requests..."

13. EXPRESS YOUR CONFIDENCE IN THEM AND IN THEIR ABILITY TO HANDLE THEIR SITUATION:
    "You would like us to think you can't do it, but we think you can." "Keep trying; don't give up." "I'm sure you can straighten this out (solve this problem) but if you need any help, you know where to find me." "I can understand how you feel, but I'm sure you'll be able to handle it."