

DEPENDS ON THE SITUATION

Verbal and Nonverbal: Situation #__

Describe the nonverbal communication you would use:

Record the verbal interaction between yourself and the person you are contacting in the space below:

Four empty speech bubble shapes arranged vertically on the left side of the page, intended for recording verbal interaction.

Three empty speech bubble shapes arranged vertically on the right side of the page, intended for recording verbal interaction.

Written: Situation #

Write an email to the person you are contacting. It is okay to make up their email address.

To:	
Subject:	