

IS THIS A GOOD TIME? ASSIGNMENT

GOAL: To understand the concept of, “Is This a Good Time?”

LOGISTICS: Answer the following questions and take the following advice.

Have you ever felt overwhelmed at work and stressed out because of constant interruptions?
How have you handled that in the past?

Is this communication issue a problem in your office?

Be cognizant of how busy someone is before you interrupt them. Even though he/she may not look busy, it's possible that person is currently working on solving a problem.

Practice the, “Is this a good time?” communication skill at the office.

Date of completion:

Reviewed with doctor/manager:

Initial after satisfactory completion: