

Effective Communication

- Does my question require just one response?
- Am I asking enough questions?
- Am I listening to the answers?
- Am I asking leading questions?
- Have I confirmed that I have been understood?
- What assumptions am I making?
- Have I communicated a full picture?
- Am I asking open questions?

Source and further reading - Mhairi Ramsay's article:

<https://tomrom.co.uk/blogs/f/clarity>

