

B	I	N	G	O
Try to think of a solution together	Are you being fair?	Don't make things worse!	Take time to calm down	Perhaps share progress with someone else
Don't blame anyone	Try seeing the good in people	Say how you feel	Ask for someone else to help	Stick to the agreement
Treat people fairly	Understand the situation	FREE	Be honest	No insults
No pointing fingers	Talking can lead to a solution	No telling of secrets	Listen to the other person	Remember who can help you in the workplace
Following-up is a two way thing	Celebrate small successes	See the other person's point of view	Work Together	Don't interrupt

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Understand the situation	Ask for someone else to help	Take time to calm down	Don't blame anyone	Say how you feel
Don't make things worse!	Work Together	Perhaps share progress with someone else	Celebrate small successes	Stick to the agreement
No pointing fingers	Be honest	FREE	No insults	Are you being fair?
Listen to the other person	See the other person's point of view	Try to think of a solution together	Don't interrupt	Talking can lead to a solution
No telling of secrets	Remember who can help you in the workplace	Treat people fairly	Try seeing the good in people	Following-up is a two way thing

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Celebrate small successes	See the other person's point of view	Ask for someone else to help	Remember who can help you in the workplace	Be honest
Try to think of a solution together	No pointing fingers	No telling of secrets	Try seeing the good in people	Perhaps share progress with someone else
Treat people fairly	Don't interrupt	FREE	Talking can lead to a solution	Listen to the other person
Understand the situation	Stick to the agreement	Take time to calm down	Work Together	Don't make things worse!
No insults	Are you being fair?	Say how you feel	Don't blame anyone	Following-up is a two way thing