

## Interpersonal Effectiveness Worksheet

### The Dime Game: Figuring Out How Strongly to Ask or Say No

	Asking for		Saying No	
	Circle a dime in the bank for each of the questions that get a yes answer. The more money you have, the stronger you ask.		Circle a dime in the bank for each of the questions that get a no answer. The more money you have, the stronger you say no.	
Capability	Is this person able to give or do what I am asking for?	10¢	Can I give the person what they want?	10¢
Priorities	Is getting my objective more important than my relationship with this person?	10¢	Is my relationship more important than saying no?	10¢
Self-respect	Will asking help me feel capable and respect myself?	10¢	Will saying no make me feel bad about myself?	10¢
Rights	Is the person required by policy, law, or moral code to do or give me what I want?	10¢	Am I required by policy, law, or moral code to give or do what is wanted, or does saying no violate this person's rights?	10¢
Authority	Am I responsible for telling the person what to do?	10¢	Is the other person responsible for telling me what to do?	10¢
Relationship	Is what I want appropriate for this relationship? (Is it right to ask for what I want?)	10¢	Is what the person is requesting of me appropriate to my relationship with this person?	10¢
Goals	Is asking important to a long-term goal?	10¢	In the long term, will I regret saying no?	10¢
Give and take	Do I give as much as I get with this person?	10¢	Do I owe this person a favour? (Does the person do a lot for me?)	10¢
Homework	Do I know what I want and have the facts I need to support my ask? (Have I been clear about my need?)	10¢	Do I know what I am saying no to? (Is the other person clear about what is being asked for?)	10¢
Timing	Is this a good time to ask? (Is the person in the right mood?)	10¢	Should I wait a while before saying no?	10¢
	<b>Total value of asking</b> (Adjusted for black and white thinking)	\$	<b>Total value of saying no</b> (Adjusted for black and white thinking)	\$

**\*Before totaling the values of asking and of saying no, go back over the list and see if some items are much more important than others. Adjust for black and white thinking, considering the importance of each question.**

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<b>ASKING</b>	<b>Total</b>	<b>SAYING NO</b>
Don't ask; don't hint	0-10¢	Do it without being asked
Hint indirectly; take no	20¢	Don't complain; do it cheerfully
Hint openly; take no	30¢	Do it, even if you're not cheerful about it
Ask tentatively; take no	40¢	Do it, but show that you'd rather not
Ask gracefully, but take no	50¢	Say you'd rather not, but do it gracefully
Ask confidently; take no	60¢	Say no firmly, but reconsider
Ask confidently; resist no	70¢	Say no confidently; resist saying yes
Ask firmly; resist no	80¢	Say no firmly; resist saying yes
Ask firmly; insist; negotiate; keep trying	90¢	Say no firmly; resist; negotiate
Don't take no for an answer	\$1.00	Don't do it