

Communication Pattern Tracker

AWARENESS · CHOICE · CONNECTION

This tracker helps you notice your typical communication patterns, what works well, and where you might like to make changes. Greater awareness can support clearer, kinder and more effective communication with others.

WEEK OF _____

How we communicate shapes our relationships and our wellbeing.

DAY	SITUATION What was happening? With whom, where, about what?	MY GOAL What did I want to achieve or express?	HOW I COMMUNICATED What did I say or do? (briefly)	PATTERN(S) SHOWN Passive, aggressive, passive- aggressive, assertive, avoidant, overly accommodating	HOW IT WENT Outcome (positive, mixed, not helpful)	WHAT I LEARNED What would I do differently next time?
MON						
TUE						
WED						
THU						
FRI						
SAT						
SUN						

COMMON COMMUNICATION PATTERNS

- ☐ **Assertive** Clear, respectful, balanced
- ☐ **Passive** Avoidant, doesn't express needs
- ☐ **Aggressive** Forceful, disregards others' needs
- ☐ **Passive-aggressive** Indirect, implies rather than states
- ☐ **People-pleasing** Overly accommodating, says yes when I want to say no
- ☐ **Avoidant** Withdraws, changes the subject
- ☐ **Over-explaining** Gives too much detail
- ☐ **Defensive** Becomes protective or justifies
- ☐ **Controlling** Needs to be right or in charge
- Other: _____

WHAT MIGHT INFLUENCE MY COMMUNICATION?

- ☐ Feeling anxious or stressed
- ☐ Fear of conflict or rejection
- ☐ Wanting to be liked or accepted
- ☐ Past experiences
- ☐ Cultural or family beliefs
- ☐ Low self-esteem
- ☐ Strong emotions (anger, hurt)
- ☐ Not enough time
- ☐ Lack of clarity
- ☐ Feeling misunderstood
- ☐ Different communication style from the other person
- ☐ Power imbalance
- Other: _____

TOPICS I FIND DIFFICULT TO COMMUNICATE ABOUT

- ☐ My needs or boundaries
- ☐ Disagreement or conflict
- ☐ Expressing negative feelings
- ☐ Asking for support
- ☐ Saying no
- ☐ Giving feedback
- ☐ Receiving feedback
- ☐ Talking about sensitive topics
- ☐ Discussing change
- ☐ Ending a relationship or situation
- Other: _____

PEOPLE I FIND IT MORE DIFFICULT WITH

- ☐ Family members
- ☐ Partner / romantic relationships
- ☐ Friends
- ☐ Colleagues / work
- ☐ Authority figures

HELPFUL COMMUNICATION STRATEGIES TO TRY

- ☐ Pause and take a breath
- ☐ Be clear about what I need or want
- ☐ Use "I" statements (e.g. "I feel... when... because...")
- ☐ Keep it brief and focused
- ☐ Listen actively
- ☐ Check my assumptions
- ☐ Stay curious and open
- ☐ Acknowledge the other person's perspective
- ☐ Set and maintain boundaries
- ☐ Be honest and kind
- ☐ Allow for silence
- ☐ Practise in low-stakes situations
- ☐ Seek support or feedback
- Other: _____

WHAT WORKED WELL?

What helped the conversation go well?

WHAT WAS CHALLENGING?

What made it difficult?

WHAT WOULD I LIKE TO DO DIFFERENTLY?

What could I try next time?

WEEKLY REFLECTION

Looking at the week as a whole:

- What patterns do I notice in my communication?
- What triggers unhelpful patterns?
- What supports me to communicate more effectively?
- What is one small change I would like to focus on next week?

MY INTENTION FOR NEXT WEEK

One realistic and meaningful goal:

CONFIDENCE (0-10)

How confident do I feel about making this change?

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"Clear communication is not about saying more, but about saying what matters, in a way that builds understanding and connection."

SOURCES

Based on: Miller, W. R. & Rollnick, S. (2013). *Motivational Interviewing* (3rd ed.). Guilford Press.
Rosenberg, M. B. (2003). *Nonviolent Communication*. PuddleDancer Press. · Beck, J. S. (2011). *Cognitive Behavior Therapy: Basics and Beyond* (2nd ed.). Guilford Press.