

TURNING ANXIETY INTO CONFIDENCE

Supporting me in a meeting about me

TELL ME WHAT WILL HAPPEN
WHY we are having the meeting;
WHAT we will be talking about;
WHO will be there;
WHEN the meeting will take place

Tell me in **ADVANCE**
what **QUESTIONS** you
will ask and help me
plan what I want to say

Create a **NICE**
ATMOSPHERE with
drinks, snacks and a
comfortable meeting
space



Talk about
POSITIVE things;
my **STRENGTHS**,
SUCCESSES and
INTERESTS



LISTEN to
my views



Help me to feel
RELAXED



Help me to **UNDERSTAND**:
Explain things **CLEARLY**;
REPEAT questions;
Check I **UNDERSTAND**



Ask me **WHO** I
want to **INVITE**



Give me **TIME**
to answer
questions



Help me
SHARE my
views

