

Motivate!
Action Steps

1. Write down a typical statement you would make regarding a subordinate. Think back to the last time you complimented a subordinate. Write down the statement you used.

2. Re-read this statement for its directness and specificity. Can you change it to be more direct? Does it speak to the actual accomplishment or action you want to highlight?

3. Does the statement you wrote in step number 1 attribute certain characteristics? If so, great – you are on your way to being an Ultimate Motivator. If not, try changing it again, using an “I” statement.
