

AFFIRM

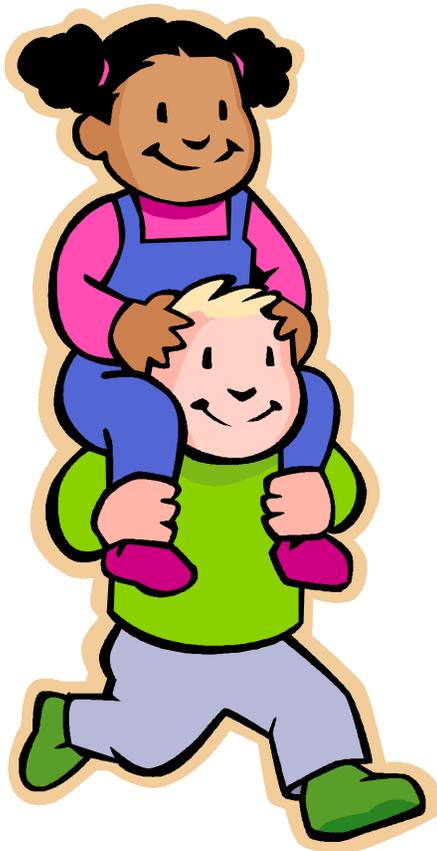
Recognize someone else's hard work



- **Thanks for explaining that, _____.**
- **That's a great idea, _____.**
- **_____, you did a nice job on _____.**

PIGGYBACK

Add to someone else's thinking



• I agree because

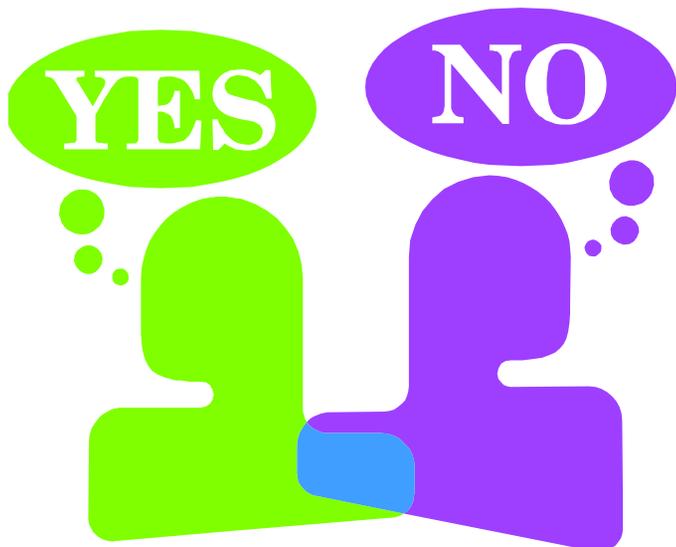
_____•

• I think another reason is

_____•

DISAGREE

Explain why you don't agree



• **I disagree because**

_____.

• **That idea doesn't make sense because**

_____.

CLARIFY

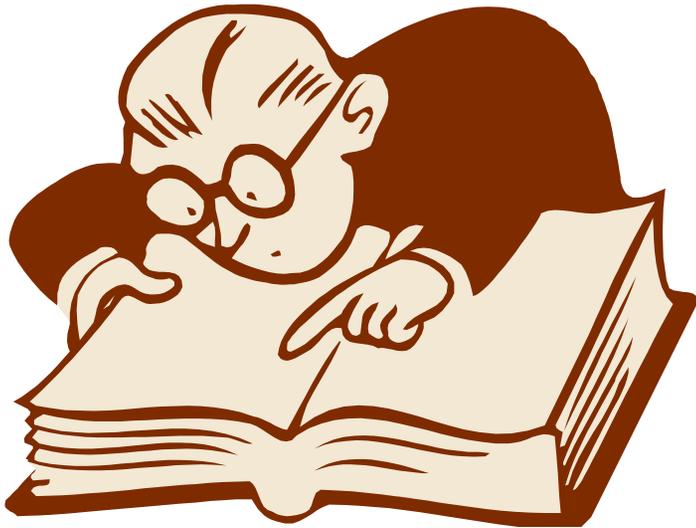
Ask for help if you don't understand

- **Could you explain that again?**
- **I don't understand the part about _____.**
- **How did you figure that out?**



FOLLOW UP

Get more information; ask for proof



- **Why do you think that?**
- **Where is that in the text?**
- **Can you give an example?**

SUMMARIZE

Recap important information



- **So far we decided**
_____.
- **We already know that**
_____.
- **So what you're saying is**
_____.

PLAN

Be sure you know the next steps



- **Next we need to**
_____.
- **What will everyone's job be?**
- **Does everyone know what they need to do?**
- **When will we meet again?**

ENCOURAGE PARTICIPATION

Get everyone involved



- **Can anyone add to that idea?**
- **What do you think,**
_____?
- **Who else noticed something about**
_____?

STAY ON TRACK

Use your time wisely



- **Let's get back to our assignment.**
- **We're not talking about the text.**
- **We only have ___ minutes left.**
- **Let's keep working.**