## Communication Calendar

| Describe the <br> communication. <br> With whom? <br> Subject? | How did the difficulty <br> come about? | What did you really want <br> from the person or <br> situation? What did you <br> actually get? | What did the other <br> person(s) want? <br> What did they actually <br> get? | How did you feel <br> during and after this <br> time? | Have you resolved this <br> issue yet? How? |
| :--- | :--- | :--- | :--- | :--- | :--- |
| MONDAY |  |  |  |  |  |
| TUESDAY |  |  |  |  |  |
| WEDNESDAY |  |  |  |  |  |
| THURSDAY |  |  |  |  |  |
| FRIDAY |  |  |  |  |  |
| SATURDAY |  |  |  |  |  |

