

**Social Skills
Training Group
Handouts**

Social Skills

Listening to Others

- Step 1.** Look at the person.
- Step 2.** Let the person know that you are listening by either nodding your head OR saying something like “Uh- huh” or “OK” or “I see.”
- Step 3.** Repeat back what you heard the person saying.

Social Skills

Making Requests

- Step 1.** Look at the person.
- Step 2.** Say exactly what you would like the person to do.
- Step 3.** Tell the person how it would make you feel.

In making your request, use phrases like:

“I would like you to _____”

“I would really appreciate it if you would do _____”

“It’s very important to me that you help me with
_____”

Social Skills

Expressing Positive Feelings

- Step 1.** Look at the person.
- Step 2.** Tell the person exactly what it was that pleased you.
- Step 3.** Tell the person how it made you feel.

Social Skills

Expressing Unpleasant Feelings

- Step 1.** Look at the person. Speak calmly and firmly.
- Step 2.** Say exactly what the other person did that upset you.
- Step 3.** Tell the person how it made you feel.
- Step 4.** Suggest how the person might prevent this from happening in the future.