

YOURS AND OTHERS

- Write a real (like on paper!) thank you note to someone that indirectly helped you
- Make a list of five things you and your boss have in common
- Ask a co-worker (or your boss!) what they want to learn this year
- Tell a co-worker what you think they do really well
- Grab coffee or lunch with someone you don't know well
- Make a list of five mistakes you might make this year
- Start a blame jar put a quarter in it every time you catch yourself blaming
- Send a note of encouragement to someone that's struggling
- Make someone laugh
- Ask a co-worker (or your boss!) what they want to learn this year
- ▶ Ask "What do you think?" at least once a day
- Apologize (sincerely and completely) when you need to
  - Thank someone for taking a risk that created an opportunity for learning or growth
  - Help someone reach a goal, even if it has no direct benefit to you
  - Ask a new person for feedback (and say thank you!)
- Tell someone a story about a time you experienced failure (and do it without blaming)
- Say no to something you can't or shouldn't do, even when it feels risky
- Create some silliness
- Ask someone, "What's one way I could be helpful to you that I might not know about?"
- Ask someone to tell you a story about themselves
- Ask your teammates what they're reading
- Get curious about how people might experience feeling excluded that you may not have noticed before see if you can find three
- Incorporate a two-minute check-in process at the beginning of every meeting

