Toolkit Title

Recognise your Speech Acts

Purpose of Toolkit

The Speech Acts provide a generic and powerful foundation for design of conversations.

Toolkit Methodology and Application

See attached.

Case Study or Example

See attached.

Acknowledgements and Sources

See attached.

Toolkit Category

Organisation Development

Keywords

Organisation Development, Assertions, Assessments, Declarations, Requests, Offers, Promises, Intrapersonal, Interpersonal

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RECOGNIZE YOUR SPEECH ACTS

#foundation #intrapersonal #interpersonal

Every speech boils down to 6 core actions: assertions, assessments, declarations, requests, offers, promises. The first three are the groundwork within that shapes our observer. The last three are the coordinating work that we make to get us results together with other people.

RECOGNIZE YOUR SPEECH ACTS

<u>When to use:</u> Keep in mind whenever we engage in conversations. The Speech Acts provide a generic and powerful foundation for design of conversations.

Speech Act	What is the action?
Assert	Speaker asserts (e.g. reports) a factual statement.
Assess	Speaker gives an opinion on how some action or thing relates to specific concerns or commitments.
Declare	Speaker makes a declaration (e.g. what we read of the situation forming a reality) for action in a community
Request	Speaker asks listener to take care of something he/ she is concerned about.
Offer/ Promise	Speaker offers to take care of something the listener is concerned about.

<u>How to use:</u>
3 great questions to ask yourself are:

- Do I treat my assessments/ other people's assessments as assertions?
- What declarations do I make or live?
- Do I make requests and offers? Do I make good/effective requests and offers?