

Handling Criticism: An Exercise & Planning Sheet

The article "[Five Critical Skills for Team Leadership Part 3: Giving Praise and Handling Criticism Are Critical Skills for Leading Project Teams](#)" covers two skills leaders need to effectively handle criticism, absorbing and negative inquiry. This exercise provides criticisms as examples to practice absorbing and then clarifying criticism.

I think you could have handled the meeting this morning more effectively.

Fog: _____

Negative Inquiry: _____

What's bugging you lately? Your attitude has been lousy.

Fog: _____

Negative Inquiry: _____

The information you gave me this morning was all screwed up. I looked like an idiot at the meeting when I didn't have your information.

Fog: _____

Negative Inquiry: _____

You are constantly late to our meetings, and you're never prepared.

Fog: _____

Negative Inquiry: _____

A PERSONAL CRITICISM

Instructions: Think of a situation in which you have been criticized on a sensitive subject. Write out a criticism that you may receive and would struggle with handling. Then think through how you would absorb the criticism and develop a negative inquiry to follow your fogging response.

Fog:

Negative Inquiry:
