**Unit 3 Study Guide**

**Study all terms and definitions!**

* **Body Language** -communication through body movements and gestures
* **Bullying** -Using aggressive behavior to intentionally harm another person emotionally, socially, or physically
* **Compromise** -coming to an agreement in which each person gives up something in order to get what they both want
* **Conflict resolution** -the process of settling a conflict by cooperating and problem solving
* **Conversation**-sharing ideas, thoughts, and feelings
* **Gossip** -talking about other people and their personal lives
* **Listening skills** -the ability to hear and understand messages that are being sent characterized by using eye contact, positive body language, and positive feedback
* **Nonverbal communication** -communication that uses factors other than words, such as gestures, facial expressions, eye contact, and body language
* **Verbal communication** -expressing ideas to others by using spoken words

**Communication**

1. What is the difference between verbal and nonverbal communication?

**Verbal communication uses your voice, nonverbal uses your your body language, gestures, and facial expression**

1. What are some of the indicators of nonverbal communication?

**gestures, hand motions, body language, tone, eye contact.**

Label the following as V for verbal communication or NV for nonverbal communication

**NV**1. Slouching in your chair

**NV** 2. Rolling your eyes when your parent ask you to do something

**V** 3. Talking to you friend face-to-face

**NV** 4. Texting your friend about weekend plans

**NV** 5. Smacking your lips when the teachers gives you an assignment.

**What is gossip?**

Check the one you feel best describes the statements below.

|  |  |  |
| --- | --- | --- |
| **Situation** | **Gossip** | **Not Gossip** |
| Your friend tells you that he has started to skip class. You tell your parents to get their advice on what to do. |  |  |
| A classmate trips and falls outside during lunch. During 5th period you tell the entire class. |  |  |
| You get a text from a friend saying that you heard another friend’s parents are getting divorced; you forward the text along to another friend. |  |  |
| You hear that someone is talking about Ms. Pack’s recipes – you tell her that some of the other students do not like the recipes she has chosen. |  |  |
| You hear that Stephanie and Jacob started dating last weekend, and then they broke up. You go around asking everyone what happened. |  |  |

Conflict Resolution

List 3 hints that will come in handy when dealing with conflict.

1. **Take time to cool off**
2. **Try to understand what the other person is saying**
3. **Be Specific when you introduce a gripe**

Bullying

5. Hitting, kicking, or pushing someone...or even just threatening to do it is an example of what kind of bullying?

**Physical Bullying**

6. Name-calling, teasing, and insulting is an example of what kind of bullying?

**Verbal Bullying**

7. Refusing to talk to someone or spreading lies or rumors about someone is examples of what kind of bullying?

**Relationship Bullying**

8. List three ways you should handle a bully?

1. **Ignore the bully. Pretend you do not hear him or her.**
2. **Remember you are not the one with the problem.**
3. **Turn and walk away.**

9. What should you do if you see someone being bullied?

1. **Tell them to stop**
2. **Go find the nearest adult and ask for help**