

## **Week 6: Tips and Reminders**

- 1. Understanding your personality style and the styles of others can improve communications.**
- 2. It's easier do good work and enjoy your work more when you are part of a supportive team.**
- 3. Building a supportive team takes conscious work to build trust and mutual understanding.**
- 4. Make your personal workspace a place in which you feel comfortable.**
- 5. Understand the difference between aspects of your work that you can control and aspects that are out of your control. Focus on improving those aspects within your control.**