

Assertiveness Test



Using the scale below, indicate how the following statements reflect your action and feelings when communicating in a work context.

5= Very often; 4= Often; 3= Sometimes; 2= Occasionally; 1= Seldom; 0= Rarely

1. I am able to recognize and express my point of view clearly.
2. I like to control the conversation.
3. I shy away from difficult conversations.
4. I mentally prepare and plan for the difficult conversations I will have.
5. I sometimes make unreasonable demands on others.
6. I have difficulty saying no even when I really don't want to say yes.
7. I am able to offer critique without being cruel.
8. I sometimes say something abruptly before thinking.
9. I will stay quiet, rather than risk offending someone.
10. I am very conscious of others' opinions but will give mine, too.
11. I notice and will take advantage of other people's weaknesses.
12. I have difficulty making requests of others.
13. I am able to control my inner frustrations and speak appropriately.
14. I engage with people when I want to-timing doesn't matter.
15. I stay away from topics that are controversial.
16. When necessary, I can tactfully handle and approach people who are rude and abrasive.
17. I won't back down when I know I am right, even if the matter is trivial.
18. I sometimes feel that people take advantage of me.
19. I want other points of view to be heard, but I also expect my point of view to be respected.
20. I will push people around if I can get away with it.
21. I prefer to keep my opinions to myself.

Scoring

Write the number you wrote for each question on the corresponding blank below. Then total the columns. The highest score is your most common form of communication.

ASSERTIVE	AGGRESSIVE	PASSIVE
1	2	3
4	5	6
7	8	9
10	11	12
13	14	15
16	17	18
19	20	21
TOTAL	TOTAL	TOTAL