

**Ask
a
Question**

**Keep
Group on
Task**

Encourage

**Build
on an
Idea**

Summarize

**Integrate
Ideas**

Paraphrase

**Offer
Alternative
Perspective**

**Give
an
Idea**

**Use
Names**

**T
A
L
K
I
N
G

T
O
K
E
N
S**