The Clarity Loop Script

- Step 1 - Share (Speaker): Keep your message short and clear.

- Step 2 - Reflect (Listener): 'What I heard you say is ___. Did I get that right?'

- Step 3 - Confirm (Speaker): 'Yes, that feels right,' or 'Almost - let me try again.'

- Close the loop with appreciation: 'Thank you - that helped.'

How to Use the Clarity Loop

- Use when conversations feel confusing, defensive, or circular.

- The goal is clarity, not agreement.

- Keep statements short and focused.

- Avoid adding extra issues or interrupting.

- Slow the pace when emotions rise.

Clarity Booster Phrases

- Speaker: 'Let me keep this simple...'

- Speaker: 'Here's the part that matters most...'

- Listener: 'Let me check if I got this right...'

- Listener: 'What I'm hearing is...'

- When emotions are high: 'Can we slow down for clarity?'

Troubleshooting Misunderstandings

- If you keep going in circles: 'Let's pause and go back to one simple sentence.'

- If emotions override words: 'Feelings are louder than words right now - let's reset.'

- If someone feels misinterpreted: 'I'm aiming for accuracy, not perfection.'

- If tone is confusing the message: 'Let's focus on meaning, not tone.'

- If the loop is hard at first: 'What's the one message you want me to understand?'

Disclaimer

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