

Alternatives

Managers: If you find yourself making the *statements in italics* below – please consider the alternatives given below to more effectively address performance issues.

1. *I can't handle all these typos in my correspondence OR the mistakes on these forms!*
2. *You are always making excuses for the errors in your work.*
3. *Why are you coming in late all the time?*
4. *I don't want to keep reminding you of this!*
5. *Stop asking so many questions and get the work done.*
6. *I'm the supervisor – so what I say goes.*
7. *No.*
8. *Everyone else seems to get it – why don't you?*
9. *You are the only one who is not finishing on time.*
10. *I'm going to write you up.*