



## **CIVIL CONVERSATIONS #5**

### **What Makes Science CIVIL?**

- Knowing how to communicate your passion so that people share it and aren't intimidated by it
- Knowing the assumptions on which you are operating and sharing them
- Realizing you don't really know why others are acting the way they are and asking them, instead of jumping to conclusions
- Realizing you may not be coming across to others the way you intended, and taking the time to find out how your message was received
- Clarifying your expectations as early as possible
- Expressing any frustrations or annoyances you have early and politely
- Being open to the passions of others, even if they aren't your own
- Seeking mutual understanding, if not agreement, and being willing to cooperate or compromise to allow each person to reach at least some of his or her objectives
- Seeking assistance when you get frustrated or annoyed, whether this assistance be from a colleague, the PI, a supervisor, or other NIH resources (such as CIVIL, the Ombudsman, the Employee Assistance Program)

Whatever time you spend at the beginning of a project or experiment, putting the above suggestions into play is a fraction of the time you will spend later, if avoidable problems weren't avoided. Help keep NIH a civil workplace; help prevent workplace violence, including intimidation and harassment. Call CIVIL (301-40-CIVIL) for more information.