

pledge me.

Title	Communication Style Questionnaire
Date	January 2020
Review date	Mid-2020
Written by	Team member name

(Thanks to the team at [FigureNZ](#) for open-sourcing their policies. <3)

Planning/Research

- How do I do dreaming?
- How do I prefer to work on new ideas?
- How do I like to ask for input on ideas?

General office work

- How do I respond to interruptions?
- What things do I find challenging?
- What's my day-to-day Slack style?
- How does information need to be structured for me to get the most out of it? (Context etc, ideas, purpose etc).
- What's the best way to get an update on work?
- What's the best way to get hold of me in a hurry?

Feedback

- What's the best way to ask me for feedback?
- What's my style when giving feedback?
- What's the best way to give me feedback on something I've suggested?

Writing

- How do I write?
- What sort of editing do I prefer and when?

When things go wrong

- How do I express frustration?
- What's the best way to check in on me if you're concerned?
- What's the best way to provide help?