

TIPSHEET

Appreciation and Recognition

There's not much that we accomplish in life without the support of others. Take 5 and think about people that are close to you and support you. Here's how to show your appreciation and recognition.

Make it personal.

When it comes to showing appreciation and giving recognition one-size-does-not-fit-all. There's a growing body of research to support this. So, if you want to give recognition that is meaningful, unless you really know the person and, even if you do, it might be best to ask what they like. If you're a supervisor or manager a great time to do this is during performance planning.

Make it timely and specific.

When possible give recognition as soon and as often as possible for a job well done or a special effort. Mention specifically what you noticed and appreciate.

Really mean it.

There's not much sense giving appreciation or recognition if the recipient does not feel like it's sincere. People need to know and sense that you really value their contribution. Following the steps above should help to get it right.

Now, try it.

Here's an example of how this might look from Terry Small's Brain Bulletin #60 which suggests simple, small celebrations work wonders on your brain and can result in long term change:

"Hey you did a great job on that assignment! How would you like to.....? "

Or, " You put a lot of effort into this. How would you like to celebrate?"

Keep in mind, often what people appreciate most is sincere praise for a job well done.

Want More?

- Download and Print our WorkLife Café Certificate of Appreciation found on this site www.worklifecafe.ca
- Terry Small's Website and Brain Bulletins for lots of interesting information about your brain ~ Terry's site also reports on current research findings that giving children specific, well-earned praise first thing in the morning or last thing at night has even more of a positive impact <http://www.terrysmall.com/index.htm>



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