#### Patiently wait for a response.

He may need some extra time to process your request. Give him the time and encouragement he needs to respond.

## Repeat information or questions.

If he doesn't respond, wait a moment and ask again. Use the same phrasing and words as before.

#### Turn questions into answers.

Try providing the solution, rather than the question.

For example, say "The bathroom is right here," instead of asking. "Do you need to use the bathroom?"

## Avoid literal expressions.

Directions such as, "Hop in!" may be taken literally and cause unnecessary confusion.

#### Avoid pronouns.

Instead of saying "Here it is," try saying, "Here is your hat."

# Emphasize key words.

Stress the words that are most important such as, "Here is your coffee."

### Treat him with dignity and respect.

Avoid talking down to him or talking as if he isn't there.

### Also, be aware of the tone you use.

- Speak slowly and directly.
- Use a calming and relaxed tone of voice. A lower pitch is more calming.
- Convey an easy going, non-demanding manner of speaking.
- Be aware of your feelings and attitude.
  They're often communicated unintentionally, through tone of voice.

## Pay attention to your body language.

- Always approach the person from the front and avoid sudden movements.
- Maintain eye contact.
- Be aware of your stance to avoid sending a negative message.
- Use positive and friendly facial expressions.
- Use nonverbal such as pointing, gesturing and touching.