

# Tips for Extroverts

(How to facilitate the discussion)

Give positive affirmation when quieter partners contribute.

Make them glad they jumped in.

"That's an interesting point..."  
"I didn't think about that; let's talk about that now"

Suggest the club pause, and literally look at a quieter partners' notes.  
Suggest talking about something they jotted.

"So and so has this in her note. Let's talk about that!"

Notice when someone is trying to get into the conversation, by noticing their body language.  
Even if the conversation has moved on, invite them in.

"It looked like you were thinking something, did you agree, or were you thinking something different?"

It is fine for you to talk and to lead the talk, AND use your influence to bring along others, to strengthen the group.  
Suggest quiet moments at times.

"Maybe we should take a quiet moment to gather our thoughts!"

# Tips for Introverts

(How to get into the discussion)

It's easier to start a discussion than it is to jump into a discussion that is moving quickly.  
Offer to Begin.

"Could I begin today? I thought we could start with..."

It's okay to suggest that a club pause to think or students go back to their notes.

Suggest a quiet moment.

"Can we take a moment to go back to our notes, and to think about some ideas we've talked about?"

It's also okay to go back to an idea that came up earlier, even if discussion has moved on.

Suggest returning to an earlier idea.

"I'd like to go back to something that... said..."

It's fine to push back on being asked to contribute immediately.

You can say you'd like a moment.

"I need a moment to think about that. Can you give me a moment..."