

## Five Languages of Appreciation

**Words of Affirmation** is the language that uses words to communicate a positive message to another person. Verbally affirming a positive characteristic about a person. This praise is task specific and focuses on an achievement or accomplishment. Ex: "You did a good job getting all the documents filed last week. That was efficient work." or "I appreciate you putting in extra hours on this project. We need more employees with your dedication."

**Quality Time** means giving the person your undivided attention. Physically being in their proximity is not enough. Working with someone closely on a daily basis does not count as Quality Time because the person does not have your full attention. Ex: "Tell me how things are going." or a group of coworkers going to a Happy Hour after work to celebrate a project completion.

**Acts of Service** is when someone provides assistance or does something for another person. The thought is that you can say you care, but by taking action you are showing it. This service should be done voluntarily and not a response to a request for help or later mentioned to get something in return. Ex: Helping a coworker reach something on a high shelf or showing them where to find a program on their computer.

**Tangible Gifts** are something that is separate from a pay increase or bonus. Something that has to be thought about and is done outside the scope of everyday work. These gifts usually require time and energy from the giver and typically result in an experience for the receiver. Ex: Company tickets to a sporting event or gift certificate for you and your spouse to enjoy dinner.

**Physical Touch** is contact between two individuals to show appreciation for their work. This language is not common in the workplace but has shown effective for some individuals. Ex: Firm handshake, high five, pat on the back or light touch on the shoulder.

## What would make you feel most appreciated?

(number these on the right, 5 for most appreciated, to 1 for least appreciated)

### GROUP ONE:

- A.  A member says, "You really did a great job. I appreciate it."
- B.  A member unexpectedly does something in or around the office/house/garden that you appreciate.
- C.  A member brings you a surprise treat from the store.
- D.  A member invites you to go on a leisurely walk just to chat.
- E.  A member makes a point of giving you a handshake, hug or kiss before leaving the office/house.

### GROUP TWO:

- A.  A member tells you how much he or she appreciates you.
- B.  A member volunteers to do a job for you and encourages you to relax.
- C.  A member brings you flowers/brings you a treat.
- D.  A member invites you to sit down and talk about your day.
- E.  You enjoy receiving a 'high 5', hug from a member even if just passing from one room to another.

### GROUP THREE:

- A.  During a gathering you hear a member tell about one of your recent successes.
- B.  A member cleans your dishes for you.
- C.  A member surprises you with an unexpected gift.
- D.  A member surprises you with a special outing.
- E.  A member shakes your hand, pats you on the back, holds your hand or touches you in a loving, friendly way while at a public event.

### GROUP FOUR:

- A.  A member praises you about one of your special qualities or abilities.
- B.  A member brings you lunch.
- C.  A member surprises you with a membership to something you've always wanted.
- D.  A member plans a special night out for you and him/her.
- E.  A member drives you to an event when you need a ride.

### GROUP FIVE:

- A.  A member tells you how much his/her friends/colleagues appreciate you.
- B.  A member takes the time to fill out a long, complicated application form for you.
- C.  A member sends you something special through the mail.
- D.  A member kidnaps you for lunch and takes you out to eat.
- E.  A member gives you a backrub or pays for someone to.

## Your Appreciation Languages Results

Add up all the points for each of the different letters separately.

e.g. A's scores of 5+2+3+1+5=16

How many points did you add up for:

|   | Group 1 | Group 2 | Group 3 | Group 4 | Group 5 | Totals |
|---|---------|---------|---------|---------|---------|--------|
| A |         | +       | +       | +       | +       | =      |
| B |         | +       | +       | +       | +       | =      |
| C |         | +       | +       | +       | +       | =      |
| D |         | +       | +       | +       | +       | =      |
| E |         | +       | +       | +       | +       | =      |

Now list your results from the HIGHEST to the lowest amount of each letter

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Write the Appreciation Language group next to the letter, where

**A= Words of affirmation**

**B= Acts of service**

**C= Gifts**

**D= Quality time**

**E= Physical touch**