



We are all entitled to have our own preference and how we believe is the right way of doing our jobs. However, if our bias gets in the way of getting our job done or the individual opinion interferes with the team work, it's time to wonder and re-think our preference.

PRACTICAL TIPS TO SHARPEN YOUR OBJECTIVITY

Take a breath and ask yourself how you are feeling Whilst facing a heated work related situation, it is very possible that bias kicks in and the involved parties might express emotions or exchange dialogues which they might regret couple of minutes later.

TIP: Take a deep breath and ask yourself "How are you feeling?"; you might find the answer within seconds, then go a little bit further and ask yourself; "Why is it that you feel that way?"; even further ask yourself: "Would what I'm about to say or express add values to the agenda of the discussion and can be helpful to dissolve the situation in *peace*?".

It might take 10 to 30 seconds to review the questions and answers in your mind, however, you will be amazed how this trick can help you remain objective and in control of almost every situation.

Put yourself in others' shoes Surely everyone expects others to act professional at all times which is not the case and we've all observed a lack of professionalism every once in a while. Conflicts happen either in face to face conversations or even in decision making.

TIP: If you are in a conflict, put aside your preference for a while and put yourself in someone else's shoes. It can be your boss, or someone you admire as a true fair unbiased individual or even someone completely irrelevant to the situation. Looking through the lens of others can help you see the bigger picture whilst making difficult decisions.

Acknowledge that you're not supposed to *always* be right In competitive work environments sometimes people go off track and lose their objectivity.

TIP: Be open to the fact that you might be wrong. Allow others to express their opinions and let the positive fact finding adventure take place by questioning the *opinion*, not the individuals themselves.

Improve your listening skills and practice patience Most conflicts happen when people are not listening fully or do not allow the other party to express their opinions completely.

TIP: Before jumping to conclusions when somebody has not fully expressed their opinion, practice patience and try to listen and understand the whole idea. Patience is not only a virtue, but helpful!