Asking for Help (and Saying "No, Thanks")

Practice asking for help when you need it, and politely saying no when you don't.

Name _____ · Date _____

Phrases for asking and refusing help	More phrases you can use
"No, thanks!"	"I'm stuck on… Can you show me?"
"Can you please…?"	"Thanks, but I'd like to try it myself first."
"Could I ask you to…?"	"Can you say that again more slowly?"
"Instead of…, could I…?"	"Could you check this before I hand it in?"

Work alone or with a partner. Think of a time you needed help and a time you didn't need help, but someone offered to help you. Write down the details and the phrases you used to ask for or refuse help. Then write down what happened. In the last row, plan what you will say.

Situation	Details	Phrases I used (or will use)	Outcome
EXAMPLE *A time I needed help*	*At work I didn't know how to use the new register.*	*"Could I ask you to show me one more time?"*	*My supervisor showed me, and I did the next one on my own.*
A time I needed help			
A time I didn't need help, but someone offered to help me			
A time I will need help soon (school, work or home)			

Help with a goal after high school

A person I could ask: _____ An organization I could ask: _____

How will I ask? _____

Tip: Ask early, before a small problem gets big. When you can do something yourself, it's OK to say "no, thanks."

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