



# Conflict Resolution Worksheet

**A Guide to Less Stress  
Better Conversations  
and Strong Outcomes**

Meridian Associates | Blessing Family Businesses Across Generations  
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## Step 1: Answer the Questions Below

Be honest with yourself for the best results - don't overthink it!

### 1. When I think about this situation, I feel:

- A. Slightly frustrated, but manageable
- B. Tense or annoyed
- C. Defensive or triggered
- D. Overwhelmed or avoiding it

### 2. My main focus right now is:

- A. Finding a good outcome for everyone
- B. Being heard and understood
- C. Proving my point
- D. Avoiding the conversation

### 3. My view of the other person is:

- A. I think their perspective is worth understanding
- B. I don't fully understand where they're coming from
- C. They're making this more difficult than it needs to be
- D. They're the problem

### 4. My current approach to this conversation is:

- A. Open, but I want structure
- B. Cautious or guarded
- C. Reactive or already frustrated
- D. Avoiding or putting it off

## Step 2: Add Your Score

For each “A” answer - give yourself 1 point

For each “B” answer - give yourself 2 points

For each “C” answer - give yourself 3 points

For each “D” answer - give yourself 4 points

4 – 6 points = Ready to Move Forward

7 – 9 points = Pause & Prepare


10 – 13 points = Reset Before Engaging

14 – 16 points = High Risk of Escalation

## Step 3: What Your Score Means


### 4–6 → Ready to Move Forward

You’re in a strong position to have a productive conversation. Stay focused on outcomes and keep the discussion structured.

 **Prep question:** What outcome moves the business forward most?

### 7–9 → Pause & Prepare

You’re close, but a little more clarity will make a big difference in how this conversation goes.


 **Prep questions:** What do I actually want from this conversation? What might I not be seeing yet?

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## Step 3: What Your Score Means - *Continued*


### 10–13 → Reset Before Engaging

There's a high likelihood this conversation becomes reactive. Take a step back before moving forward.

 **Prep questions:** What assumptions am I making? What matters more: being right or getting aligned?

### 14–16 → High Risk of Escalation

This conversation needs space before it happens. Pushing forward now may create more damage than progress.

 **Prep questions:** What emotion am I feeling and what created this emotion? What would make this conversation more productive?

## Want More Guidance on Your Next Steps?

Talk with a Family Business Expert about your unique situation, **call (817) 594-0546 or email [Meridian@AskMeridian.com](mailto:Meridian@AskMeridian.com).**

We value your privacy, your information will never be sold or shared.