EPISODE 339

Be Assertive in English

Full transcript · mini-story · vocabulary review

Hi! I'm Georgiana, and I'm back with a new episode of the Speak English Now podcast—the podcast that helps you speak English fluently, with no grammar and no textbooks.

Great! Let's start!

What is Assertiveness?

Assertiveness means saying what you think, what you want, or what you feel—in a clear and confident way.

You are honest, but you are also **respectful**.

You **express yourself** without feeling scared, and you do it in a polite way. Assertiveness is not the same as being **aggressive**.

When you are aggressive, you don't listen to others.

When you are **passive**, you don't say what you want.

But when you are **assertive**, you are clear, honest, and respectful.

💡 Why is Assertiveness Important?

Being assertive helps you:

Speak more confidently in English.

Ask for what you need.

Set clear boundaries.

And most importantly, it makes communication easier.

When you are clear, people understand you better.

🔄 How to Be More **Assertive**?

Here are some simple tips to practice assertiveness:

Use Clear Words:

Say what you want clearly.

"I need more time to finish this."

"I want to practice my English more."

Say "No" Politely:

It's okay to say no sometimes.

"I appreciate your invitation, but I can't come this time."

Ask for Help When You Need It:

If you need help, just ask.

"Could you help me understand this part, please?"

Express Your Opinions Calmly:

Share your ideas, even if they are different.

"In my opinion, I think it would be better this way."

Now, let's practice.

Mini-Story

Speaking Practice

Answer the questions aloud with short and quick responses. Repeat the Mini-Story several times to improve your speaking and listening.

Who was very quiet at work?
Daniel. Daniel was very quiet at work.

Did Daniel work alone or with many people?
He didn't work alone. He worked with many people.

Did he ask questions when he didn't understand?
No, he didn't ask questions. he stayed silent.

What did he do when he didn't understand?
He stayed silent. When he didn't understand something Daniel stayed silent.

Every day, Daniel would listen to his boss explain different tasks. Sometimes, his boss spoke very fast, or used difficult words, but Daniel didn't ask for help.

Did Daniel listen to his boss every day?
Yes, he listened to his boss every day.

Did the boss always speak slowly?
No, sometimes the boss spoke very fast.

Did Daniel ask for help when he didn't understand?
No, he didn't ask for help.

Why didn't Daniel ask for help?
He was too shy and stayed silent.

One day, his boss gave him a new project. Daniel looked at the instructions, but he didn't understand them. He tried to figure it out by himself, but he got confused. He spent hours trying to understand, but it didn't work.

Did Daniel receive a new project?
Yes, his boss gave him a new project.

Did he understand the instructions?
No, he didn't understand the instructions.

Did he ask for help immediately?
No, he didn't ask for help. He tried to figure it out by himself.

Did Daniel solve the problem by himself?
No, he spent hours trying, but it didn't work.

The next day, Daniel was very tired. He stayed up late trying to understand the project, but he couldn't make any progress. He knew he needed help, but he still felt nervous about asking. Finally, he decided to be assertive.

Was Daniel tired the next day?
Yes, he was very tired.

Did he stay up late trying to understand the project?
Yes, he stayed up late trying to understand it.

Did he make any progress?
No, he didn't make any progress.

Did Daniel decide to ask for help?
Yes, he decided to be **assertive** and ask for help.

He walked up to his boss's office and knocked on the door. His hands were shaking a little, but he was determined. He said, "Excuse me, I want to make sure I understand the project correctly. Could you explain it again, please?"

Did Daniel go to his boss's office?
Yes, he went to his boss's office.

Did he feel nervous or confident?
He felt nervous, but he was determined.

Did he ask his boss for help?
Yes, he asked his boss for help.

Was he polite when he asked?
Yes, he was very polite.

Was he assertive?
Yes. Daniel was polite and assertive.

His boss smiled and said, "Of course, Daniel! I'm happy you asked." He took time to explain the project step by step. Daniel asked more questions to be sure he understood. This time, he felt confident and clear.

How did Daniel's boss react?
He smiled and said he was happy Daniel asked.

Was his boss upset or happy to help?
He wasn't upset. His boss was happy to help.

Did the boss explain everything quickly or step by step?
He explained everything step by step.

Who asked more questions to understand better?
Daniel asked more questions.

Why did he ask more questions?
He wanted to be sure he understood.

How did Daniel feel after the explanation?
Confident and clear. He felt confident and clear.

Was Daniel still confused?
No, he wasn't confused. He felt confident and clear.

Daniel was proud of himself for becoming more assertive. He realized that asking questions was not a weakness—it was a strength. He promised himself that from now on, he would always speak up when he needed help.

Was Daniel proud of himself?
Yes, he was very proud of himself.

Did he think asking questions was a weakness?
No, he realized it was a strength.

What did he promise himself?
He promised to always **speak up** when he needed help.

This story shows us that asking questions and being assertive is important.

When you are clear and confident, people understand you better, and you feel more comfortable.

Don't be afraid to ask for help. It's a sign of strength, not weakness.

Thanks for listening, and I'll see you in the next episode.

Review

Vocabulary from This Episode

Review the most useful words and expressions before listening again.

01 **assertive** able to express your needs and opinions clearly and respectfully.	05 **set a boundary** clearly state what behavior you will or will not accept.
02 **aggressive** forceful in a way that may ignore other people's rights.	06 **respectful** showing consideration for other people.
03 **passive** not clearly expressing what you want or believe.	07 **speak up** express your opinion instead of remaining silent.
04 **express yourself** communicate your thoughts and feelings.	08 **self-confidence** belief in your own ability and value.

Continue your speaking practice

Build fluency with **guided audio lessons** and mini-stories.

Explore my Premium Courses >

Georgiana
Founder of Speak English Now Podcast
SpeakEnglishPodcast.com