**Elements of the Conversation**

[Techniques](http://changingminds.org/techniques/techniques.htm) > [Conversation techniques](http://changingminds.org/techniques/conversation/conversation.htm) > Elements of the Conversation

When you are talking with others, there are a number of elements in the conversation that commonly appear. Understanding these allows you to better control the conversation and ensure the other person is better able to respond. You can also analyze the other person's speech as they talk and cope with any misuse or mistakes in their structures.

* [Asking](http://changingminds.org/techniques/conversation/elements/asking.htm): Engaging and seeking information.
* [Informing](http://changingminds.org/techniques/conversation/elements/informing.htm): Giving information.
* [Asserting](http://changingminds.org/techniques/conversation/elements/asserting.htm): Stating something as true.
* [Proposing](http://changingminds.org/techniques/conversation/elements/proposing.htm): Putting forward argument.
* [Summarizing](http://changingminds.org/techniques/conversation/elements/summarizing.htm): Reflecting your understanding.
* [Checking](http://changingminds.org/techniques/conversation/elements/checking.htm): Testing understanding.
* [Building](http://changingminds.org/techniques/conversation/elements/building.htm): Adding to existing ideas.
* [Including](http://changingminds.org/techniques/conversation/elements/including.htm): Bringing in others.
* [Excluding](http://changingminds.org/techniques/conversation/elements/excluding.htm): Shutting out others.
* [Self-promotion](http://changingminds.org/techniques/conversation/elements/self-promotion.htm): Boosting oneself.
* [Supporting](http://changingminds.org/techniques/conversation/elements/supporting.htm): Lending strength.
* [Disagreeing](http://changingminds.org/techniques/conversation/elements/disagreeing.htm): Refusing to agree.
* [Avoiding](http://changingminds.org/techniques/conversation/elements/avoiding.htm): Refusing to consider argument.
* [Challenging](http://changingminds.org/techniques/conversation/elements/challenging.htm): Offering new thoughts to change thinking.
* [Attacking](http://changingminds.org/techniques/conversation/elements/attacking.htm): Destruction of their ideas.
* [Defending](http://changingminds.org/techniques/conversation/elements/defending.htm): Stopping their attacks.
* [Blocking](http://changingminds.org/techniques/conversation/elements/blocking.htm): Putting things in the way of their arguments.