# HOWTO

POWERFULLY PERSUASIVELY POSITIVELY

JONATHAN HERRING

## How to Argue

## **How to Argue**

### **Table of Contents**

$\sim$	_		_	
ι,	()	v	е	r

How to Argue

Contents

Introduction

Part 1: The ten golden rules of argument

Golden Rule 1: Be prepared

Golden Rule 2: When to argue, when to walk away

Golden Rule 3: What you say and how you say it

Golden Rule 4: Listen and listen again

Golden Rule 5: Excel at responding to arguments

Golden Rule 6: Watch out for crafty tricks

Golden Rule 7: Develop the skills for arguing in public

Golden Rule 8: Be able to argue in writing

Golden Rule 9: Be great at resolving deadlock

Golden Rule 10: Maintain relationships

Part 2: Situations where arguments commonly arise

How to argue with those you love

How to argue with your children

Arguments at work



### **Table of Contents**

How to complain

How to get what you want from an expert

Arguing when you know youre in the wrong

Arguing again and again

Doormats

How to be a good winner

To recap