

The Balanced Argument: *Communication Template*

Your View: "I think we should..."



Your Support: "I say this because..."

"First..."

"Second..."

"Third..."



Opposing View: "A case could also be made that we should..."



Opposing Support: "The reasons for this include..."

"First..."

"Second..."

"Third..."



Recommendation: On balance I believe there is a stronger case to be made that we..."