Ending a Conversation

Having conversations with other people can be lots of fun. We can learn about other people's interests and share some of ours. Conversations will come to an end for many reasons. Sometimes time is up. Sometimes one person needs to go. Sometimes one person may become bored. It is important to know how to end a conversation appropriately so other people will want to talk to us at another time.

The steps to end a conversation include:

1. Take turns listening and talking.
2. Decide if you need to end the conversation (Is time up? Do you need to go? Are you bored?)
3. Wait for a pause. Look at the other person.
4. Decide what to say to end the conversation. Make one polite and friendly statement or reason for ending. Wrap it up!
5. Give one farewell or good-bye statement before turning to go.

Giving a friendly statement to close the conversation helps both people look forward to the next conversation.