TITLE: HOW TO COMMUNICATE RELATIONSHIP MAINTENANCE IN THE WORKPLACE

00:00 **TIM**: (smiling walks into Hannah’s office and smiles). Hey, I just saw the email announcing your promotion so I guess we can talk about it now, huh?

00:06 **HANNAH**: Yep. It's official. I start next week.

00:10 **TIM**: I’m so excited for you! I know how much the promotion means to you, and how hard you worked to get it. I'm really proud of you, Hannah. We should go out and celebrate sometime soon – my treat! You want to go to Randolph's Wednesday night?

00:24 **HANNAH**: That would be great! Wednesday works. After that it’s going to be intense wrapping things up around here. Liz wants me over to the new office Monday. She's already been sending me a bunch of work. I'm going to have to hit the ground running.

00:34 **TIM**: You'll do fine. Although, I am going to miss seeing you around here every day. Who else is going to talk me out of my three o'clock funks?

00:42 **HANNAH**: Yeah, I'm going to miss you too. Although…think of all the time I’ll have in the afternoons now when I’m not hanging with you.

00:50 **TIM**: (mocks offense) Yeah, yeah. You’re going to be so miserable. (changes to sincere tone) But seriously, you’re my best friend here. Don’t think that just because you’re moving that’s going to end. We should set up like a regular lunch thing so we can stay caught up on all of each others, you know, what’s going on in each other’s lives.

01:06 **HANNAH**: I would love that. Let me settle in, and then we can firm up something for after my first week.

01:12 **TIM**: Great. Though, I have to admit. As thrilled as I am for you, I’m mostly sad for me. I’m really going to miss you!

01:23 **HANNAH:** Thanks.

01:24 **TIM:** How are you feeling about it all?

01:28 **HANNAH**: I know it'll all be fine. I am just anxious because it's new and I've got to get caught up to speed fast. I'll be counting on seeing you for lunch to keep me caught up on your latest "insights" about what goes on around here.