**Four Steps to Identifying and Stopping Implicit Bias for Managers**

**Step One:** Good manners are good business!

**Step Two:** Slow down enough to notice what you are thinking and gently question your own resistance to your employee or co-worker.

**Step Three:** High standards and good manners aren’t mutually exclusive.

**Step Four:** Schedule and keep track of your interactions with employees so you know whether you are spending time with all of them.

Source: <http://www.workplacesolutionsnw.com/how-implicit-bias-influences-your-management-style/>