

## Instructions

Are you a good listener? Read each sentence. Write the word **ALWAYS**, **SOMETIMES** or **NEVER** in the blank to identify how the sentence describes your listening behavior.

- A. \_\_\_\_\_ While someone is talking, I try to hear other conversations around me to keep up with what's going on.
- B. \_\_\_\_\_ I prefer that someone just present the facts and skip the opinions so I can draw my own conclusions.
- C. \_\_\_\_\_ I prepare my response while the other person is talking.
- D. \_\_\_\_\_ As someone is speaking to me, I avoid eye contact. I'm not particularly interested in non-verbal cues such as facial expressions and body language.
- E. \_\_\_\_\_ If I hear something I think is wrong, I'll interrupt immediately to explain why I disagree.
- F. \_\_\_\_\_ When I find myself not listening to someone, I will pretend to pay attention to what he or she is saying.
- G. \_\_\_\_\_ I start to judge the merit of what someone says from the very first sentence.
- H. \_\_\_\_\_ I prefer to communicate through email or text so that I don't have to deal with idle chit chat.
- I. \_\_\_\_\_ I anticipate what people will say next as they are speaking.
- J. \_\_\_\_\_ I show my reactions on my face to what people are saying to let them know right away whether or not I agree.
- K. \_\_\_\_\_ I am ready immediately with a response when someone has stopped talking.
- L. \_\_\_\_\_ A person's appearance is important to me in deciding whether or not to listen attentively to what that individual says.
- M. \_\_\_\_\_ If I'm not sure what someone means, I will ask for clarification before he or she has continued talking much longer.
- N. \_\_\_\_\_ A speaker needs to present the information in a lively and entertaining way to keep my interest.
- O. \_\_\_\_\_ I have biases and opinions which affect my ability or willingness to listen to what some people have to say.

How many items did you mark as **ALWAYS** \_\_\_\_\_ **SOMETIMES** \_\_\_\_\_ **NEVER** \_\_\_\_\_

Identify the top three listening skills that you would like to improve:

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

Contact ForumSherpa if you would like us to facilitate a Corporate Program on Leadership Communication to learn a shared language for healthy, authentic communication, improve listening skills and develop leader/manager effectiveness.

[info@forumsherpa.com](mailto:info@forumsherpa.com) | 833.374.3772