

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.

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