

## ***Do You Really Listen?***

***Study the following statements and circle the answer that best applies to you.***

	Always	Most of the time	Sometimes	Rarely	Never
1. Do you encourage others to talk?	5	4	3	2	1
2. Do you enjoy listening to others?	5	4	3	2	1
3. Do you listen the same way to men and women, young and old?	5	4	3	2	1
4. Are you interested in listening to acquaintances and strangers as well as friends?	5	4	3	2	1
5. Do you listen without prejudice though you may not like the person or his/her ideas?	5	4	3	2	1
6. Do you ask for clarification of words as they are used?	5	4	3	2	1
7. Do you ask open ended questions to get the other person to fully explain his/her ideas?	5	4	3	2	1
8. Do you listen even though you think you know what will be said?	5	4	3	2	1
9. Do you clear your mind of everything else before you start listening?	5	4	3	2	1
10. Do you look at the person talking?	5	4	3	2	1

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11. Do you ignore any distracting influences?	5	4	3	2	1
12. Do you listen even though his/her manner of speaking and choice of words are not the best?	5	4	3	2	1
13. Do you reserve your judgement on his/her ideas until he/she is finished?	5	4	3	2	1
14. Do you repeat what he/she said to make sure you've understood correctly?	5	4	3	2	1
15. Do you encourage him/her to talk by smiling or nodding your head?	5	4	3	2	1
16. Do you consider and evaluate what he/she is saying?	5	4	3	2	1
17. Do you attempt to analyse what he/she is saying?	5	4	3	2	1
18. Do you encourage him/her to continue if he/she hesitates?	5	4	3	2	1
19. Do you allow him/her to complete what he/she is trying to say?	5	4	3	2	1

**Score:** \_\_\_\_\_

*Add together the numbers you circled and find out about your listening skills!*

**70 or better – You're a Professional Level Listener!**  
**60 – 69 – Average, Keep At It!**  
**50 – 60 – Get Out Your "Ear Sharpener!"**

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