

# Test Your Listening Habits

When listening:

Did I think about other things rather than track the conversation?  Yes  No

Did I think about what I was going to say next?  Yes  No

Did I listen with the intent to reply rather than with the intent to understand?  Yes  No

Did I break in with my ideas before the other person finished?  Yes  No

Did I 'tune out' to things that I feel I already know?  Yes  No

Did I try to make it look like I was paying attention when I wasn't?  Yes  No

Did certain words prejudice me so that I didn't listen objectively?  Yes  No

Did my thoughts turn to other things when I thought the speaker would have nothing particularly interesting to say?  Yes  No

Did I finish the other person's sentences?  Yes  No

Did the other person's appearance or delivery help me decide that they would not have anything important to say?  Yes  No

Was I easily distracted by outside sounds, sights, e-mail, etc?  Yes  No

Did I create 'space' for listening to the conversation?  Yes  No