

LISTENING QUIZ

Good listening is the heart of relationships. Good listeners tend to be better team members, coaches, and leaders. How well do you listen?

While someone is talking, I:	Usually	Sometimes	Rarely
Think of what I'm going to say	1	3	5
Sometimes think about other things	1	3	5
Pay attention to the person	5	3	1
Don't fidget or tap my foot or pencil	1	3	5
Watch for body language	5	3	1
Interrupt the speaker to make my points	1	3	5
Listen to the message without judgment	5	3	1
Take appropriate notes	5	3	1
Look at my watch or the clock	1	3	5
Ask follow-up questions	5	3	1
Summarize what I just heard to be sure I understand	5	3	1
Notice the feeling behind the message	5	3	1
Gain clarity about what's expected of me	3	5	1
Clarify the person's feelings to be sure my observations are in alignment	3	5	1
Total score of circled numbers:	_____	_____	_____

Grand Total: _____

Scoring:

54 – 60 = Listen very well.

38 – 43 = Good listener with room for improvement.

37 & below = Need to improve listening skills.

If you want to improve the way you listen and other relevant communication skills, contact us.