

Rate Your Listening Skills

How do you rate your listening skills? Score yourself on a scale of 1 to 5 for each question. Try to give honest answers!

1 = Almost Never 3 = Sometimes 5 = Usually

Rate Your Listening Skills	1	3	5
1. Do you use appropriate body posture and eye contact?	1	3	5
2. Do you use vocal recognition and head nods?	1	3	5
3. Do you ask questions and probe for understanding?	1	3	5
4. Do you ask for more information?	1	3	5
5. Do you give feedback by repeating the message in your own words?	1	3	5
6. When you are not familiar with the topic, do you let the speaker know that you are not fully informed on the subject?	1	3	5
7. Do you empathize with the speaker?	1	3	5
8. Do you let the speaker finish before you begin to speak?	1	3	5
9. Do you keep your emotions in balance?	1	3	5
10. Do you give your undivided attention to the speaker and message?	1	3	5
11. Do you observe the nonverbal messages of the speaker?	1	3	5
12. Do you summarize by phrasing the message in your own words?	1	3	5
Total			
Scoring: If you scored . . .			
1–25 = Turn off the tube and re-read the listening section.			
26–50 = You're on the right track.			
51–60 = Congratulations! You are a skilled listener.			

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