**Listening Skills Self-Assessment**

*Instructions: Answer each question truthfully and total your score once finished.*

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| --- | --- | --- | --- | --- | --- |
|  | **Question** | **Almost Always** | **Usually** | **Seldom** | **Never** |
| 1 | Do you let people finish what they are trying to say before you speak? | 4 | 3 | 2 | 1 |
| 2 | If the person hesitates, do you try to encourage him/her to continue rather than starting to reply? | 4 | 3 | 2 | 1 |
| 3 | Can you listen fully even though you think you know what he/she is about to say? | 4 | 3 | 2 | 1 |
| 4 | Can you listen non-judgmentally even if you don’t like or disagree with the person who is talking? | 4 | 3 | 2 | 1 |
| 5 | Do you give the person appropriate eye contact, head nods, and non-verbal cues that you are listening? | 4 | 3 | 2 | 1 |
| 6 | Do you listen fully regardless of the speaker’s manner of speaking? | 4 | 3 | 2 | 1 |
| 7 | Do you question the person to clarify his/her ideas more fully? | 4 | 3 | 2 | 1 |
| 8 | Do you stop what you’re doing to give full attention when listening? | 4 | 3 | 2 | 1 |

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