



SKILFUL Listening - Listening Questionnaire

	Almost always	Usually	Seldom	Never
Do you let people finish what they are saying before you respond?	4	3	2	1
Do you encourage people to finish what they are trying to say if they hesitate?	4	3	2	1
Do you wait until a person has finished telling you their idea before you make judgments?	4	3	2	1
If you do not like the person who is talking can you still listen to them without making judgments?	4	3	2	1
Do you listen carefully regardless of the way a person speaks? (accent, grammar, choice of words)	4	3	2	1
Do you stop what you are doing and give full attention to the task of listening?	4	3	2	1
Do you listen to what people are saying without planning a response?	4	3	2	1
Do you question the person to make sure you understand the problem fully?	4	3	2	1
Do you paraphrase/restate what has been said to make sure you have it right?	4	3	2	1
Do you listen for emotions?	4	3	2	1

Your score...

Total up the columns and check out your results

- **36-40** = Outstanding listener!
- **30-35** = Good listener - *Try and pay attention and suspend judgements*
- **26-29** = Need work - *What could you gain from improving?*
- **0-25** = Need a lot of work - *What could you gain from improving?*

Become a group work superstar! Would you like to know exactly what it takes to become a creative, exciting and effective group work facilitator?

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