

Personal Listening Assessment

Honest reflection builds better habits.



Which of these habits do you recognize in yourself?

Check any that apply. No one scores perfectly. The goal is awareness, not perfection.

- I plan what I'm going to say next instead of listening to what the other person is saying.
- I anticipate or assume what the other person will say next.
- I think about unrelated issues while someone is talking to me.
- I interrupt to make a point or share my opinion before they finish.
- I enter conversations in a defensive mode rather than a curious one.
- I let my tone go unchecked when I'm frustrated or under pressure.
- I jump to a solution before fully understanding the problem.
- I keep working on something else while someone is talking to me.

Pick 1 or 2 habits you checked above. What would change if you caught yourself doing them and shifted your behavior?

Which listening skills do you want to build?

Check the skills you'd like to practice and note which Focus → Filter → Feedback stages each belongs to. Refer back to the lesson to create a specific behavior-shift action plan.

- | | |
|--|--|
| <input type="checkbox"/> Make eye contact with the speaker
Focus | <input type="checkbox"/> Stop what I'm doing and face them
Focus |
| <input type="checkbox"/> Listen to understand, not to respond
Filter | <input type="checkbox"/> Ask clarifying questions
Filter |
| <input type="checkbox"/> Let silence do the work
Filter | <input type="checkbox"/> Rephrase and reflect back what I heard
Feedback |
| <input type="checkbox"/> Summarize key points before acting
Feedback | <input type="checkbox"/> Ask if there's more they want to say
Feedback |

This week, I will practice: