

Evaluating Good Listeners

Take a few minutes to think about all the people you have known whom you consider to be good listeners. List the names of five of these people below, along with the characteristics or skills (they focused on their speaker, didn't interrupt, made eye contact, faced their listener) that you feel made their listening effective.

Name	Characteristics
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Now that you have identified the characteristics of a good listener, ask yourself which of the characteristics you display. Use your answers as a basis for working toward enhancing your own listening skills.