

Name _____

The Art of Active Listening: Enhancing Your Conversations

Short Answer

1. Explain why giving your full attention and avoiding distractions are essential for active listening.
2. How can reflective responses, such as affirming statements, enhance a conversation and demonstrate active listening?
3. Provide an example of an open-ended question you might ask during a conversation to encourage the speaker to share more.
4. Describe a situation where you might need to suspend judgment while practicing active listening. How would you do this effectively?
5. What are some strategies to overcome the barrier of mind wandering while trying to actively listen to someone?

