

## Ten Blocks to Effective Listening

The following blocks can prevent you from being an effective listener. A block is something that will interfere with the message being communicated. Place a checkmark next to those blocks you need to correct.



- 1. **The Yardstick** compares oneself with the speaker. Example: “I think I am smarter than this person.”
- 2. **The Mind Reader** reads the speaker’s mind instead of hearing what they are saying. Example: “He said he liked it, but I can tell he didn’t.”
- 3. **Filtering** is selective listening; only paying attention to what concerns you or to what you want to hear.
- 4. **Jumping to Conclusions** is having ready-made ideas about an issue before the speaker states it. You may draw conclusions which are incorrect.
- 5. **Daydreaming** is when the mind wanders and prohibits complete listening.
- 6. **Advising** is working on a solution while the speaker is still talking.
- 7. **Boxing** is picking out issues you disagree with by debating or “putting down” the speaker.
- 8. **The Winner** will go to any length to be right about some thing or look for ways to twist the facts in order to be right.
- 9. **The Topic Shifter** changes the subject before the speaker is done.
- 10. **Pleasing** is automatically agreeing with everything even before understanding it completely.