

Listening Blocks in My Life

Using the “10 Blocks to Effective Listening” on the previous pages, fill in the chart below.

People	Blocks They Use With Me	Blocks I Use With Them
Boss _____	_____	_____
Co-Worker _____	_____	_____
Employee _____	_____	_____
Spouse _____	_____	_____
Children _____	_____	_____
Friend _____	_____	_____
Parent _____	_____	_____
Other _____	_____	_____

Action Plan for Improved Listening

Complete after reading this chapter.

Situations or Blocks I Plan to Eliminate	Skills I Plan to Use	When I Plan to Use
Example: Jumping to Conclusions	Clarify meaning by asking questions	When my boss asks me to make a change or offers criticism
1.		
2.		
3.		
4.		
5.		