

Good Listening Behaviors

Behavior – Any action which may be observed by another person.

- 1. Eye contact with the speaker.**
- 2. Good posture – facing and leaning slightly toward the speaker. When seated, feet flat on the floor, back straight, and head up.**
- 3. No side talking.**
- 4. *Concentrate* on every word and gesture made by the speaker. The test to determine whether the listener is concentrating can be made by either the listener or an observer. If the listener is concentrating, the listener will be able to repeat the last sentence stated by the speaker.**

Are you a good listener?