



Name: Pers	Person giving feedback:		
Please give me feedback by honestly marking the to you. Please complete and return to me by:		• •	
How often do I	Rarely	Choose one option: Sometimes	Often
Look down at my phone and seem distracted:			
Move around and fidget:			
Look at everything except you when you are talking:			
Have a negative expression on my face:			
Provide answers or responses before you finish speaking:			
Seem tuned out - like I don't nod or acknowledge that I'm getting what you're saying:			
Hijack your story and shift the focus to my own topic or story:			
Tap a pen, tap my foot, look away during the conversation:			
Score Box to be completed by owner of a	form ·····		
Tota	al:		

If you have higher numbers in the "Often" and "Sometimes" columns, look over the specific areas and determine what you need to work on to become a better listener.