



Guide to Active Listening



Active listening is a method of hearing and responding to another person that can help to improve mutual understanding. While it can be difficult to fully eliminate distractions while teaching, using active listening with your students can help build more positive relationships and improve their engagement in the classroom.

ATTENTION

By avoiding distractions, turning your attention to the student, and making eye contact, you're showing that you are an engaged and active listener.

BODY LANGUAGE

Your body language can directly indicate to the student whether or not you're listening. Making eye contact, smiling, nodding, and gesturing are all important signs that you're engaged in the conversation.

CLARIFICATION

Everyone likes to know they're being heard. Try asking clarifying questions, providing feedback, or summarizing the student's comments before moving on to another response or activity.

ACTIVE LISTENING SKILLS

- be attentive
- ask questions
- make verbal affirmations (e.g., I see)
- o make eye contact

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- o summarize
- o give feedback

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