

## TIPS AND TRICKS FOR THE TEACHER'S TOOLBOX

A close-up photograph of a person's hands holding a piece of white, torn-edged lined paper. The person is wearing a dark suit jacket. The paper has the text "BE AN ACTIVE LISTENER" written in large, bold, dark blue capital letters. The paper is held in front of the person's chest, and the background is a plain, light-colored wall.

**BE AN  
ACTIVE  
LISTENER**

# Preconditions



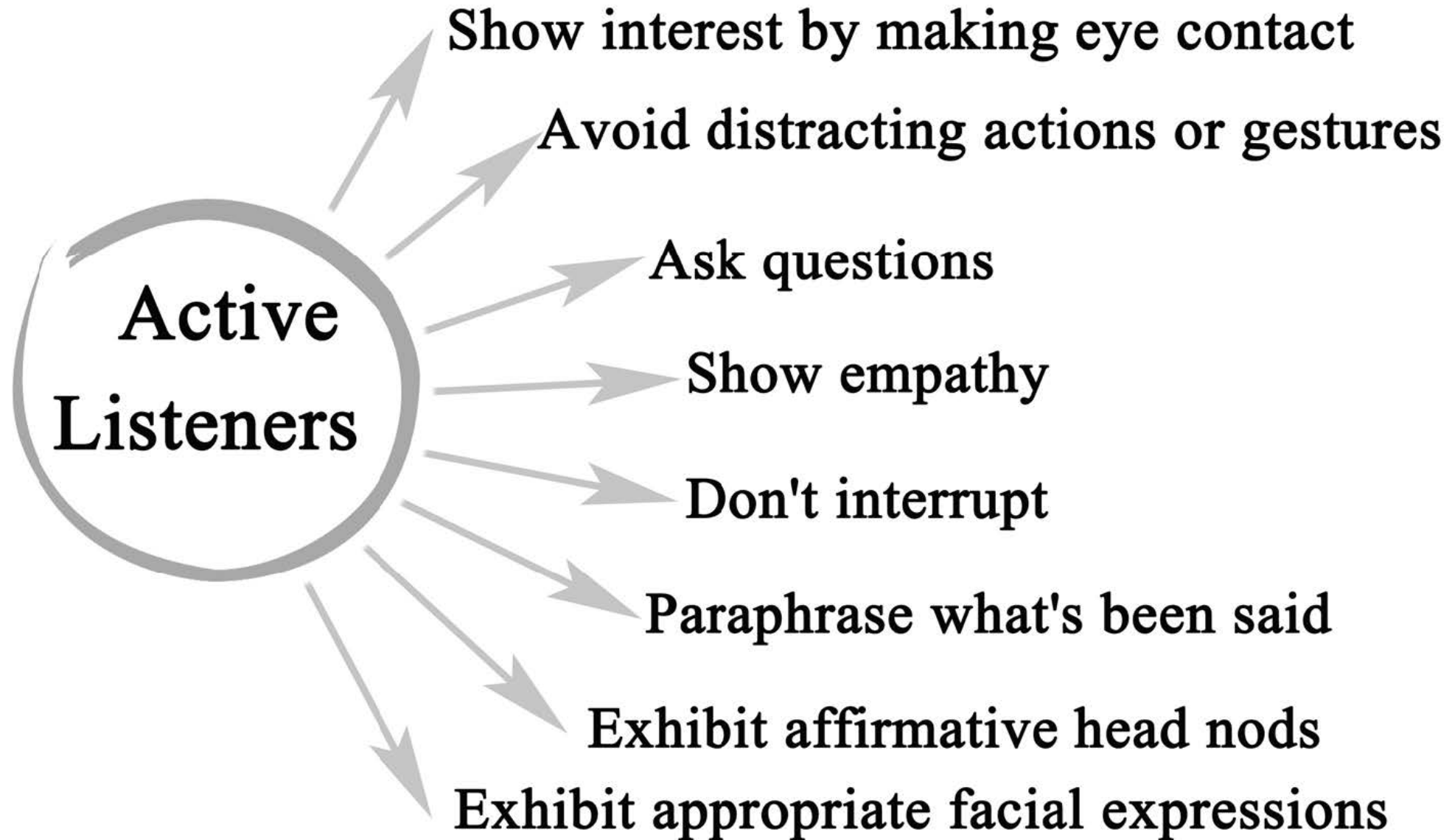
- Provide full attention to person speaking
- Put aside distraction sources (e.g. cell phones)
- Make eye contact
- Set aside premature judgments

# Components



- Listening for content
- Listening for meaning and intent
- Listening for feelings and values

[More...](#)



# Tactical Empathy

## Combining Listening Techniques



### 6 Reflective Listening Skills Combined



- Effective pausing
- Asking open ended questions
- Mirroring
- Labeling
- Paraphrasing
- Summarizing

**BE AN  
ACTIVE  
LISTENER**



We hope this issue of *Tips and Tricks*  
proves useful to your work!