

# ACTIVE LISTENING GUIDE

Your Name:

Listening to: Name of presenter(s):

Topic of presentation:

Date of presentation:

Two interesting things you learned from the presentation:

1.

2.

2 QUESTIONS:	ANSWERS
1.	
2.	

## QUESTION TIPS:

- Ask a question that starts with “why” (“Why did...?” or “Why do you think...?”)
- Ask for more information or clarification of a detail (“Can you tell me more about...?”)
- Ask for personal opinion (“What do you think about...?”)

## PRESENTER FEEDBACK:

♥ I really liked how you...

? I wish (or) I didn't understand...

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