



Active listening worksheet

Adults who notice themselves planning a reply, comparing stories, or offering advice before checking what the speaker wants.

Ask whether the other person wants to try a brief listening practice. Choose a manageable topic such as a busy day or a small planning frustration. The listener's role is to understand, not to collect evidence or produce the perfect response.

Topic and permission to practice:

What I heard, in the speaker's terms:

My tentative summary:

A question that invites correction:



Active listening worksheet: continue

Listen for missing context. Record only what was actually agreed, and leave open questions open.

Speaker: "The schedule changed again after I arranged childcare." A possible summary is, "The last-minute change disrupted planning you had already done. What was the hardest part?" This recognizes the practical effect without declaring what the speaker must feel.

What the speaker corrected or added:

Do they want listening, ideas, or another kind of support?

One listening habit I want to practice next time:
