

Listening Guide

Speaker name & tile

My name & title

Preparing to listen...

- Why is this speaker coming to talk?
- Think about what you know and what you want to know.
- Write down one question:

During

- Show interest in what is said using body language (sit up, make eye contact)
- Be respectful even if you do not agree.
- Ask your question(s); jot down some notes.

Listen for...	I heard...
Facts	
Opinions	
Unknown words	
Emotional words	

Other notes:

After

Summarize the main point and give 2-3 supporting details.

What new knowledge do you have?

What can you infer about the speaker's stance on the topic?

How can you check the facts the speaker presented?