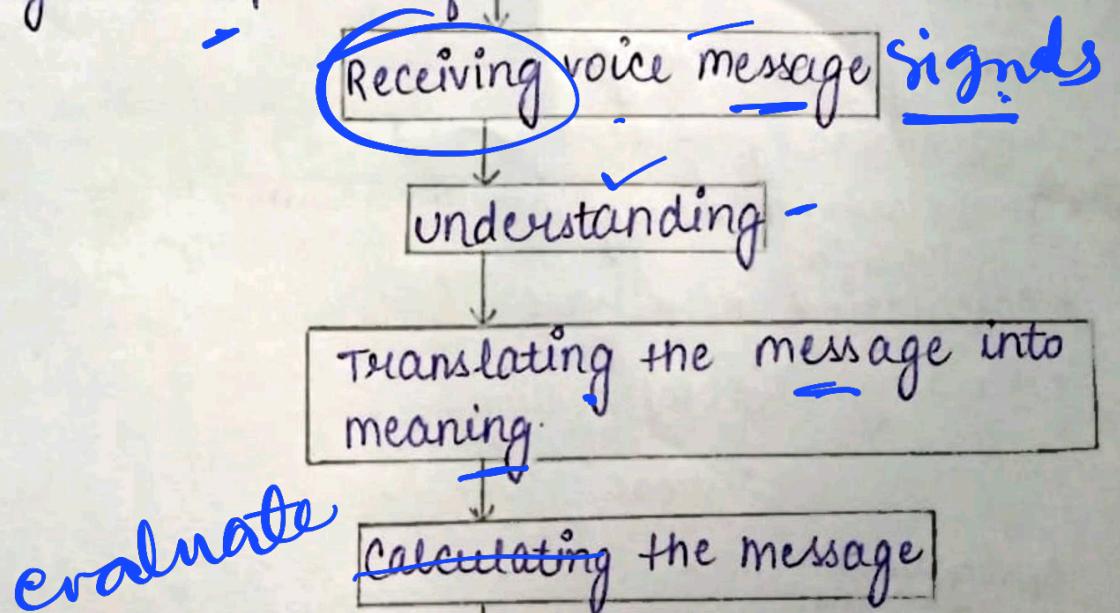


UNIT-2

What is Listening?

Listening is the manifold process of



evaluate

sending reaction / responses.

of how much we could

grasp the message

## WHAT IS ACTIVE LISTENING? -

Active listening is to listen to

some speech or Content

with ↓

100% accuracy and attentive mind.

message

focused  
concentrated

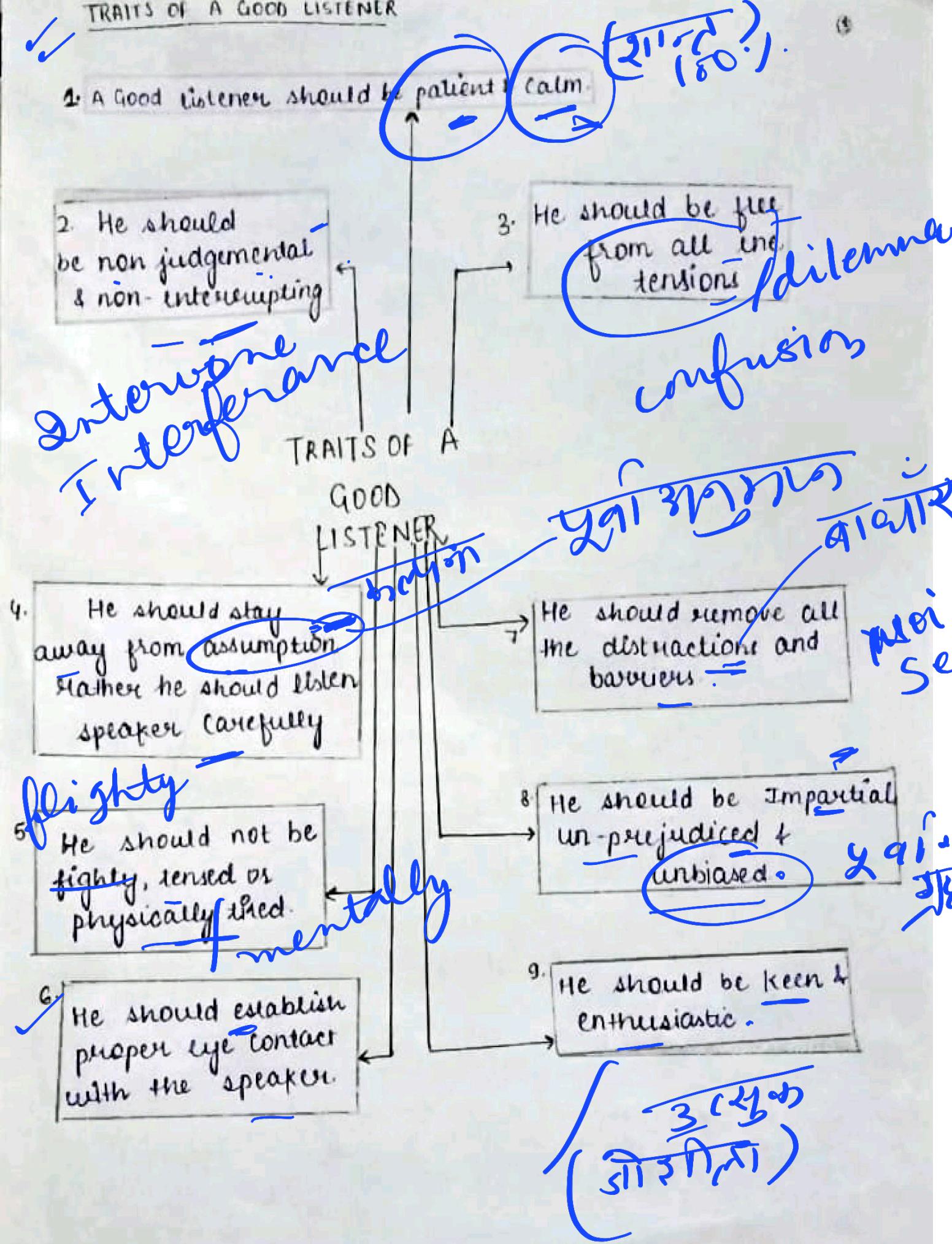
This is a kind of listening in which the listener  
is totally focused  
100% concentrated  
and 100% active towards what is being delivered  
to him.

He, thus give full attention & consequently, he  
grasp entire conversation.

Hence we can say that active listening is-

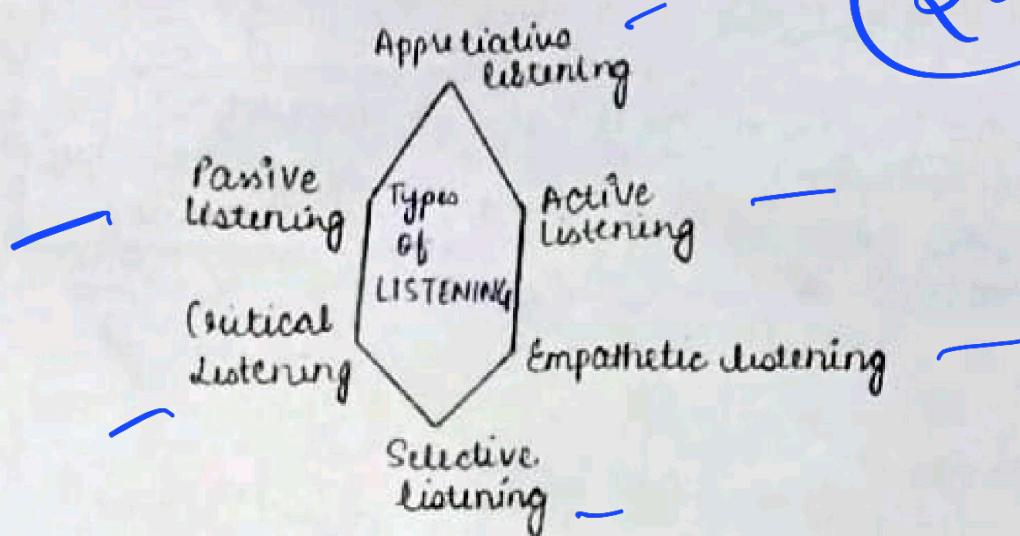
Listening & responding to another person that  
improve mutual understanding.

## TRAITS OF A GOOD LISTENER



# Types of Listening

(2024) Jharkhand



①

## APPRECIATIVE LISTENING

It is a kind of

Provocative listening.

The purpose of appreciative listening is -

To encourage the speaker to speak more . . .

To boost up the morale of the speaker.

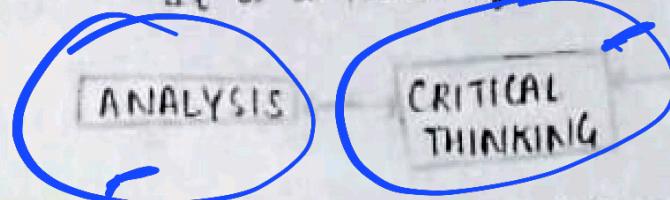
Example:-

- When teacher encourage the student to speak more on his/her maiden speech.
- When we scroll the play list of our favorite singer to listen to any of his song.

48 AT  
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## CRITICAL LISTENING

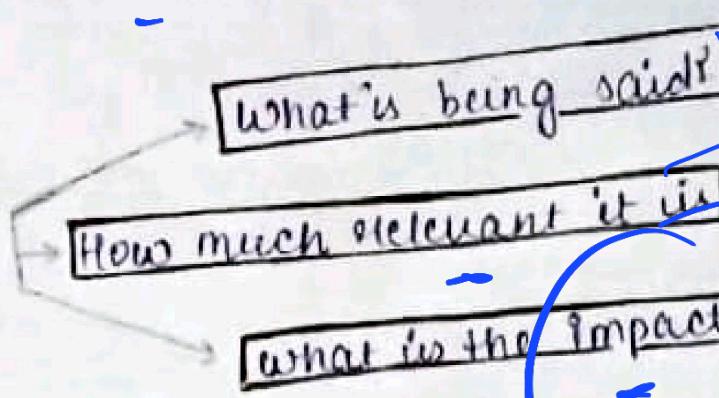
It is a kind of listening, that involve →



JUDGEMENT / PASSING FEEDBACK

It is actually a kind of listening,  
in which we not only listen to  
speaker, but also we have to check & judge -

dual response



Kisi Bhi  
outcome

examples:-

- In debate
- In interview
- In an upcoming election, while listening to some leader of various parties, we ultimately have to decide which one is the best to caste vote for

## EMPATHETIC LISTENING

In this kind of listening, we listen-

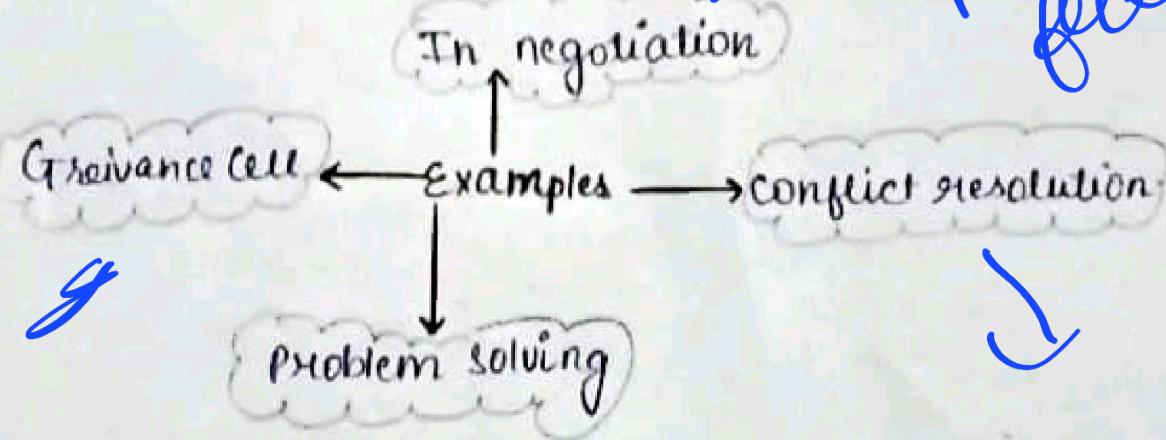
- to know & understand the feeling of others.

- to read the mood/attitude of the speaker.

It is an ultimate kind of listening in which we listen not only with our ears, but also with our heart & soul.

We in fact put ourselves in the position of the other person.

Paying  
attention  
feeling  
passion



## SELECTIVE LISTENING

In this kind of listening, the listener listens to only selective / particular / specific portion that is of his or her interest. Disadvantages  
He ignores remaining part of speech.

## Example

To listen to the news  
of your district from Aaj Tak.

### Examples

To listen to the  
sports news section amid  
evening news

To listen to the particular  
train arrival timing/  
flight arrival amid  
announcement.

To listen to  
your  
name  
announced

## ACTIVE LISTENING

In this kind of listening we listen to some content

message →

with • focus

and

concentrated mind

- Actively & attentively with 100% accuracy

consequently he -

→ Grasps / understand the message in full

→ He asks cross questions. ✓

→ He answers cross questions.

exactness

Examples →

(i) while listening to lecture of your favorite subject / speaker.

(ii) Question asked in an interview.

(iii) To listen to some group discussion.

debate

## PASSIVE LISTENING

⑥  
34 33

In this kind of listening, the listener is somewhat slightly diverted / laxed / fright - Inactive - Inattentive.

He may be physically present but mentally absent,  
physically tired or psychologically upset, as a result -

He grasp 10-20% of what is being delivered to him.  
Neither he asks any question, nor answers.

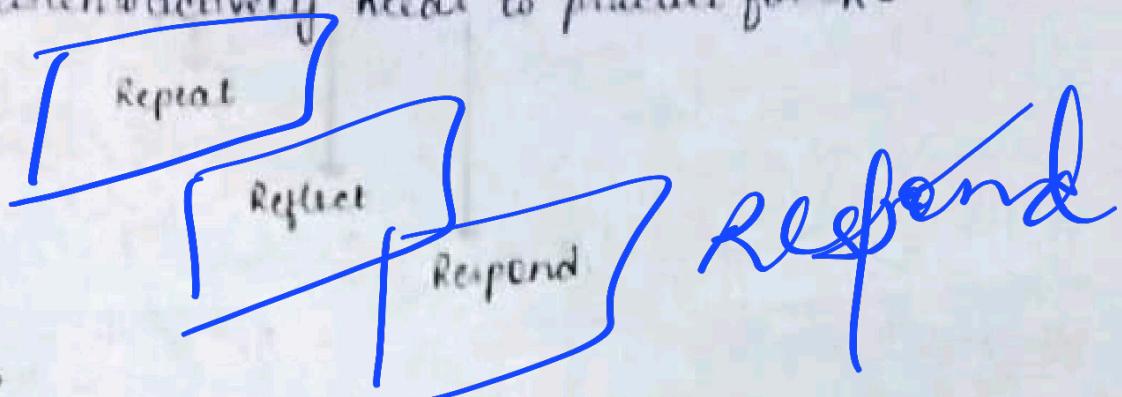
e.g:-

- Listening to some joke / comedy / song etc
- To listen to some content comment, passing from busy road.

## TECHNIQUES OF ACTIVE LISTENING

8

To listen actively needs to practice for 3R's



### (i) Repeat →

- Listen to same content again and again
- Listen 3-5 times or until you grasp the meaning completely
- You can listen to particular selective portion repeatedly which is rather difficult or incomprehensible.

### (ii) Reflect →

- whatever is heard, analyse & reflect well.
- visualise & make a mental map of words, situation & descriptions.

### (iii) Respond →

- Make yourself ready to react & to answer the possible question, that may be asked.
- This way your horizons may be broadened which would help you to be an active and attentive listener.

wisdom visit

# objective Aim

enrich

It helps to improve mutual trust.

It helps to create distinctive impact of the delivered message.

It is the easiest way to cherish relationship bonding's.

It helps in problem solving.

designs

It is important in managing conflicts.

It helps to understand the feeling/emotions of other persons.

Importance/purpose of active listening

It helps to offer empathy support to the suffering one.

It is the mark of healthy professionalism and mannerism.

attitudes

affected ones.

punctuality

## SKILLS REQUIRED TO DEVELOP ACTIVE LISTENING

- 1 Ask Open ended Questions
  - 2 Ask ~~cross~~ questions, until the concept is cleared to you
  - 3 Make request for clarification in case of having even a slight doubt
  - 4 Note non verbal gestures of the speaker and establish eye contact with the speaker.
  - 5 Be attentive, focused, concentrated
  - 6 Be patient, curious, ~~keen~~ open minded, free from any kind of prejudice or partiality.
  - 7 Stay attuned to the feeling of the speaker.
  - 8 Gather some background knowledge before you attend any lecture.
  - 9 Practice to listen to some content daily
  - 10 "Practice makes a man Perfect". Hence listen to English songs, TV, radio, the like.
- disseminate

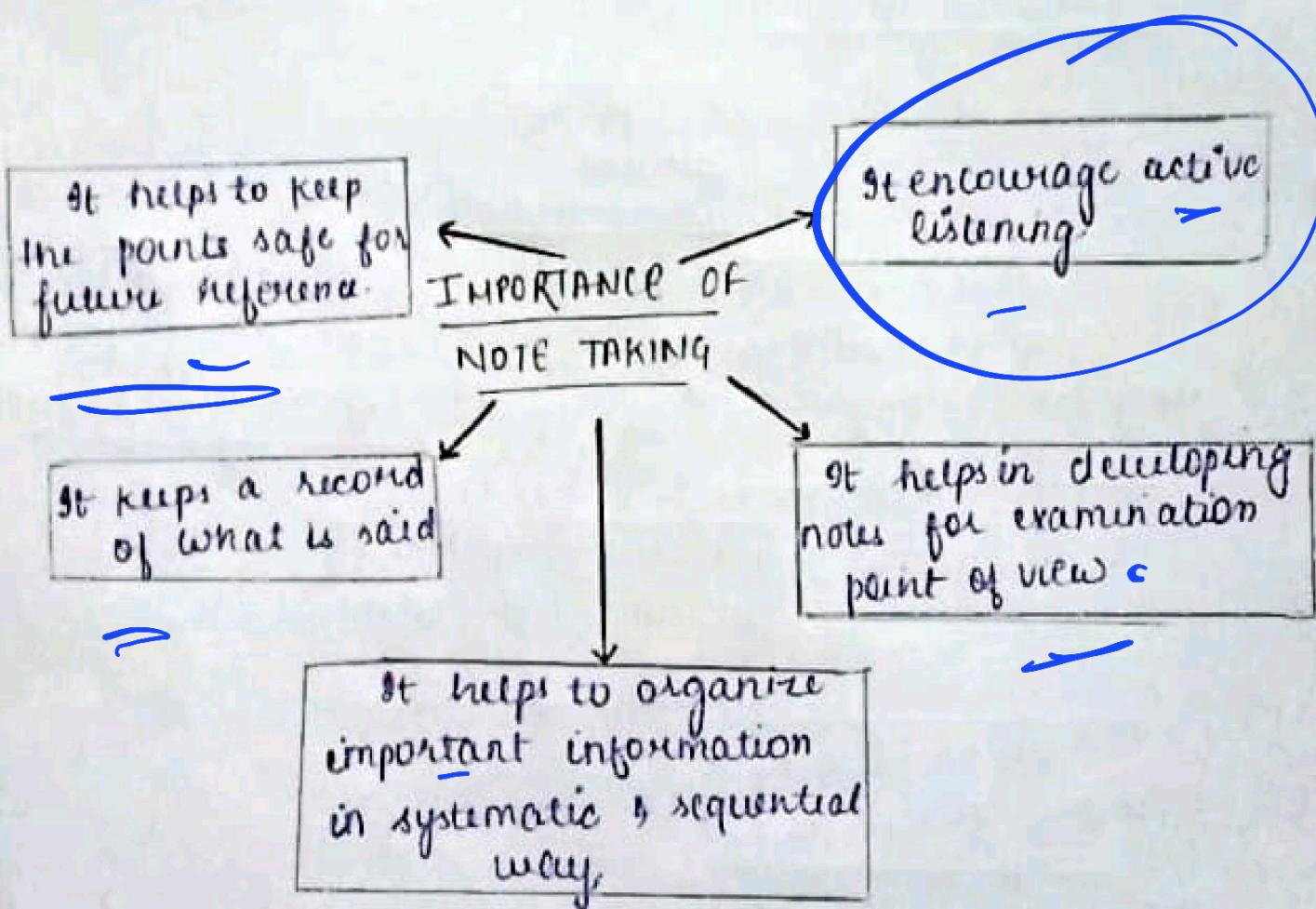
## LISTENING AND NOTE TAKING

Note taking is an art ~~of~~ that totally depends on our active & attentive listening skills. - 2 marks

LET'S discuss what is NOTE TAKING →

NOTE taking is a process of recording information from speaker.

In other words, we can say that it is the process of getting down important points from some lecture / speech or presentation.



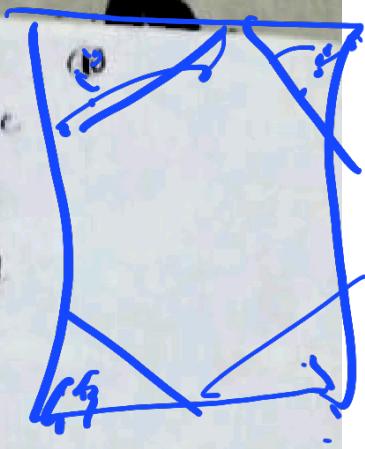
## PRIMARY METHOD OF TAKING NOTES

Following methods of taking notes can be used:

① Listening    ② Preparing outlines

③ Drawing maps

④ Cornell method



Write phrases, abbreviations and not full sentences.

Take notes in your own paraphrases, what you hear, so that it makes sense to you.

Structure your notes with headlights, sub-headings & numbered lists

Underline, circle, star or highlight to identify key information, examples, definitions and other important points

Minimize distraction & barriers like noise, distance & the like.

Gather some background knowledge on the topic in discussion.

Keep your mind free from all kinds of tension & fatigue.  
Instead refresh yourself.

Anxiety

21/3/19

## IMPORTANCE OF LISTENING IN NOTE TAKING

Listening is very important in note taking.  
It is necessary for the following reasons -

① Listening properly to speech is the way to take notes otherwise many prominent points would be lost.

② Listening will help you to increase your focus & a focused mind is required to take notes.

→ Last -

main important

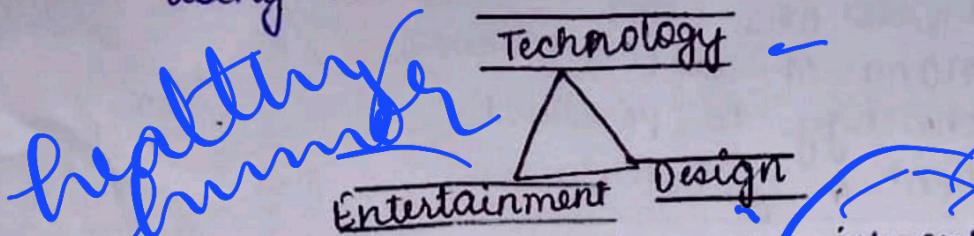
## TED TALK

TED is an acronym for

- [T] → Technology -
- [E] → Entertainment -
- [D] → Design

2024

TED talks are recorded public speaking presentation,  
using the elements



- > TED talks are a series of influential, inspirational & informative presentation given by experts, scholars, professionals & creative thinkers from various fields.
- / TED talks are known for their short duration, typically lasting b/w 5 to 15 minutes.

3rd Qtr

## HISTORY OF TED TALK

- > TED TALKS started in 1984.

They are often delivered at TED conference, online through the official TED website & other platforms.

WHERE TED TALKS ARE AVAILABLE

TED talks are accessible to a global audience & are widely used as educational resources, promoting learning & understanding across diverse subjects.

TED talks now cover a wide range of subjects, from science & technology to personal development & global issues.

### UTILITY OF TED TALKS

TED talks spread innovative ideas and inspire people to think differently about various aspects of life & society.

### SOME TED TALK SPEAKERS ARE -

→ VIVEK BINDRA -

→ SANDEEP MAHESHWARI -

→ VIKAS DIVYA KEERTI

## SOME TOPIC OF TEDTALK ARE -

(16)

- POWER OF MOTIVATION
- HOW TO GET SUCCESS
- HOW TO MANAGE STRESS
- Hence TED talks are inspirational and motivational ideal videos, that are designed technically, digitally mixing with healthy humor, intuition and intelligence.

—

wit

anecdote

use quotations,  
poetical lines, short  
stories to make it more  
relevant, engaging  
thought provoking.

short

priorities

know the needs  
and taste of the  
audience

verified

Keep your  
presentation as  
simple as you can make it  
it must be easy  
comprehensible.

SKILLS REQUIRED  
FOR TED TALK

Be authentic and  
crisp brief and  
entertainment.

Title of your presentation  
should be brief self  
explanatory and attention  
grabbing.

SPEAKER

Diversify your delivery  
using pitch/intonation  
proper pronunciation  
etc.

Present examples

f  
near life experiences and  
anecdotes. But these  
should be directly be  
related to the main theme  
of the topic

elevating  
start

## LISTENING TECHNIQUES USING TED TALK AUDIO -

262 M

Improving your skills using TED talk audio can be a rewarding experience. Here are some techniques one can use:-

Speaker

### 1. ACTIVE LISTENING

Focus completely on what the speaker is saying. Avoid distractions and give your full attention to the audio.

### 2. NOTE-TAKING

Jot down key points, interesting ideas, and important facts.

### 3. Summarizing

After listening to a section, try to summarize what you've heard in your own words.

### 4. Questioning

Ask yourself questions about the content. What is the main idea? What evidence supports it? What implications does it have?

### 5. Predicting

Based on what you've heard so far, try to predict what the speaker might say next. This keeps you engaged and actively thinking about the topic.

### 6. Visualizing

Create mental images of the concepts being discussed. This technique can enhance your understanding and retention of the material.

stop dots  
descriptions

7. Discussion -  
If possible, discuss the TED Talk with others. Explaining what you've learned to someone else reinforces your understanding and helps you retain the information

### 8. Repeat and Reflect -

Listen to the same talk multiple times. You'll likely pick up new details with each listening. Afterwards, reflect on what you have learned and how it relates to your experience and knowledge.

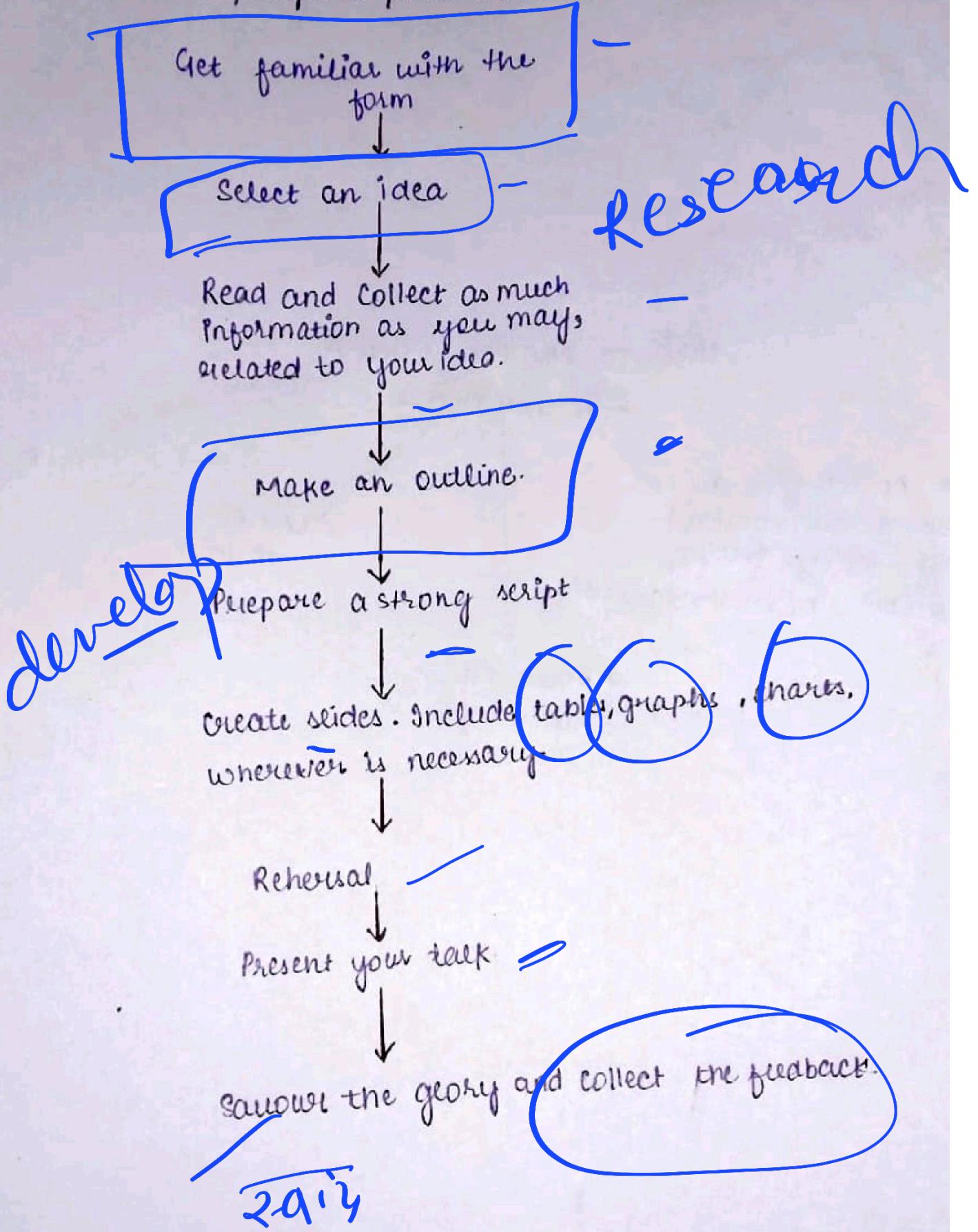
twice  
learned  
thrill

### 9. Rehearsals -

Remember, practice and consistency are key to improving your listening skills. TED talks cover a wide range of topics, so you can choose talks on the topic of your interest.

taste  
Regularity

## Method / Steps to present TED TALK.



## HOW TO PRESENT LIKE A TED TALK PRO

\* Do not give a presentation. Instead using story-telling technique. Be conversational.

\* focus on conveying a single idea

Profession of

Less is more.

durability of ideas

in fewest possible words, convey a lot.

# Pronunciation

Pronunciation is a way/method/style, in which a

Letter/Word/Sound

is produced/delivered or said.

In other words,

Pronunciation is the speaker's art of delivering sounds using particular devices of

Pitch ✓

Rate/Pace

Intonation and the like---

Voice modulation

Aspects of Pronunciation →

Phonetics → The study of how different sounds at different places, are said differently.

For Ex:- sound of 'U' is different in 'BUT' and 'PUT'

(2)

Word Stress

emphasis

→ Emphasis on certain syllables in a word.

For Example - Confident

(3)

sentence Stress → Emphasis on certain words in a sentence.

For Example → Ram is a good player  
of hockey.

(4)

Linking → Joining certain words together to make sense / meaning

(5)

Intonation → The rise and fall of our voice as we speak ---

## ~~202Y~~ Tips of Improving Pronunciation

(1)

Listen to some recorded content (speech, podcasts, tedtalk, group discussion, news, discussion program on T.V / radio / FM / YouTube etc.)

(2)

Record your speech and Practice.

(3)

Use pronunciation

# applications

IIMT

- (3) Use of dictionary, consult immediately in case of arising any doubt.
- (4) Get to know the phonemic chart.
- (5) Slow Down the rate of speech.
- (6) Read aloud.
- (7) Over articulate your words.
- (8) Reading a book can also improve pronunciation.
- (9) Make a mental map or visualise the words.
- (10) Pay attention to intonation.
- (11) Copy the speech, delivered by experts.
- (12) Listen to English songs, English movies etc.
- (13) Be constant and regular in your practice.

consistent

gsl