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**ENGLISH COURSE WORK**

**Discuss the value of the following aspects of an effective listener**.

Effective listening is a way of showing concern for sub ordinates and that foster cohesive bond and trust. It involves observing body language, noticing inconsistencies between verbal and non verbal message as well as what is actually said at a given moment.

1. **Identify the purpose of listening.**

Listening with a purpose require practice and patience and means understanding the speakers point of view without judgment or frustration.

It helps the listener to hear what people say, digest it and understand it which makes a person a good communicator thus hearing increases the content of knowledge that the listener will acquire. It also enhances your ability to understand better, for example students at university level they listen with an aim of passing exams because sixty percent of their knowledge is acquired through listening to lecturers.

1. **Having prior knowledge of a topic or preparing before listening.**

Prior knowledge means the content one has before learning about a particular topic. The amount and quality of prior knowledge positively influence both knowledge acquisition and the capacity to apply higher order cognitive problems solving skills.

It helps a listener to formulate questions to the speaker which he came across in the knowledge he had before, gives a student more working memory to acquire more new knowledge to enhance their learning engagement and it provides a structure into which new information can be integrated which can lead to an elaborated memory to the listener.

The more the listener has the prior knowledge, the more he understands and retains the information about the topic.

1. **Understanding learning objectives**

Learning objectives allows a listener to understand others point of view and respond with empathy and ask questions that are related to the topic. Questions may be about what the listener did not understand during listening or from the knowledge he had that the speaker has not talked about.

1. **Having positive mindset.**

Positive mindset means that you are optimistic about the world and you expect good things to happen to you. It helps one to focus completely on what the speaker is saying and engages with their idea in a thoughtful comprehensive way and makes the act of listening much easier. Focusing reduces conflicts between the listener and the speaker in terms of questions.

1. **Keeping time.**

Time management reduces stress and allows the listener to achieve goals faster and easier for example listeners who keep time they follow the speakers speech well and improves their ability in decision making because they have a lot of knowledge about the topic.

It improves self discipline for the listener for example listeners who keep time before the speaker’s speech do not attract other people’s attention to the speaker thus well disciplined

A listener gains a sense of fulfillment through acquiring a lot of content from the speaker due to time management.

1. **Clearing the mind of other concern.**

This is the concentration of an individual on what he is going to listen to. Clearing the mind enables you to grasp more of what the speaker will attar out and proper understanding thus reducing conflicts between them.

1. **Self drive to learn.**

It means to take an initiative with or without the help of others in diagnosing their learning needs. Self drive to learn encourages the listener to listen effectively at their own pace thus reducing conflicts with the speaker.

It focuses on the area at which listeners have more interest and reduces the feelings of frustration and anxiety that students may struggle during classroom.

1. **Active listening/ critical listening.**

This is when you are fully aware and concrete on what is being said. It helps the listener to resolve conflicts with the speaker. When you actively listen, misunderstandings between each other can be reduced and encourages listeners to see issues from their own perspectives.

Active listening prevents listeners from missing out important information from the speaker and it builds more knowledge through adding on the prior knowledge that you had before thus creating a wide capacity.

In a conclusion, of the listener to be effective he should keep time, be self motivated in order to satisfy his purpose of listening to the speaker. He may listen due to the idea of getting knowledge from the speaker that may be applied on exams or listening for business orientation.