

HOW TO LISTEN - TEST MEMORANDUM**True/False Questions**

Are the following statements true (T) or false (F)?

1. When you really listen to someone, you are paying him the ultimate compliment.	T
2. One of the four rules for 20/20 listening is to make sure you understand what you hear.	T
3. The only way to enhance the effects of "trigger words" is to become consciously aware of them.	F
4. It is dangerous to listen to how something is said; content alone is important.	F
5. One of the three attention-robbers that are most often responsible for uncommitted listening is insufficient practice.	T
6. Listening is remembering.	F
7. Listening is the other half of talking.	T
8. You can more safely believe something your brother says than something a friend tells you.	F
9. Listening is a process of understanding and acting upon what you hear.	T
10. To become a member of the "45/50 Club" you must be an influential person.	F
11. A third of an adult's waking hours are spent in verbal communication.	F
12. Ideally, a listener has no convictions.	T
13. To distinguish between the speaker and his message contradicts the first 20/20 listening rule—Consider the Source.	F
14. "Chip-on-the-shoulder listening" can be classified as emotional listening.	F
15. It is more important to listen for ideas than facts.	T
16. Master the rules of good listening and you will be a more persuasive and popular person.	T
17. Most of us only listen to half of what is said to us.	T
18. It is wrong to try to anticipate what a speaker is going to say.	F
19. Most speakers want you to absorb facts. The ideas they present are merely the skeleton on which they hang their larger concepts	F
20. For two and a half hours every day of our lives, we live in a vacuum.	T