COMMUNICATION SKILLS QUESTIONNAIRE

This questionnaire is for your information only.
Read the following statements. For each statement, put a tick in the column on the right which best describes you.
Make sure to give honest answers.

		Never	Rarely	Sometimes	Often	Always
1	I can detect the mood of others by looking at them while we talk.			✓		
2	I tend to do most of the talking in conversations.		✓			
3	I can tell when someone doesn't understand what I'm saying.		✓			
4	I find it hard to express my ideas. I have difficulty putting my thoughts into words.			✓		
5	I tend to repeat what I say. People don't understand my message first time round.			✓		
6	If I find a conversation boring, I'll let my mind drift away.		✓			
7	If I have something relevant to add to a conversation, I'll interrupt to make certain my views are heard.					
8	I will stop a speaker in mid sentence if I disagree with a statement he or she is making.					✓
9	I get so caught up in what I have to say that I am unaware of the reactions of my listeners.		✓			
10	When I know what someone is going to say, I finish the sentence for him or her.		✓			
11	When I talk to someone, I imagine myself in his or her shoes.	✓				
12	If I don't understand someone's explanation the first time, I feel silly asking them to say it again.		✓			

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