

Improve Listening Skills

Mindfulness

Listening is an important skill and needs to be developed. Most people believe that they listen with intent and yet, very few people listen properly. This is because it is all too easy to become caught up in our own thoughts during a conversation and our minds can wander very easily if we are not completely focused. We also do something else while listening, we plan our response. Although this is understandable, it's possible and extremely likely to miss vital information and to lose the potential to build rapport with the other person. Planning out a response while supposedly listening can work against forging strong connections. Communication is a vital part of every-day life. We must be able to communicate effectively with others - whether at work or on a social level and it is very much a two-way process. Listening forms an integral part of this.

Being a good listener means you are more likely to understand another person's point of view. This opens up the door to improved communications as people will warm to you if they believe you are listening to them. They, in turn, tend to listen to you as well. There are less misunderstandings or risk of arguments if we **listen with a clear mind** and make judgments only when that dialogue has finished. Listening skills are important in every aspect of life and by utilising mindfulness and meditation, this will help to enhance your abilities.



It is time to find a comfortable position in which to relax

Letting go of everyday stressors.

It is a little like day dreaming...

Your body feels comfortable and relaxed

You feel free from the demands of life....

You use your breathing to release tension and to soften those muscles...

Know that you are always in complete control.

Just follow the sound of my voice....

Guiding you....

I want you to give yourself permission to relax.

Repeat these words in your mind.

I give myself permission to relax.



It does not matter if you are sitting or lying down as long as **you feel comfortable**. You do not have to do anything other than **listen to my voice** and allow your

imagination some freedom.

You can close your eyes now.

Feel your eyelids gently closing...

It is as if they are so heavy....

This is what relaxation feels like..

Little by little, you feel so relaxed...

So peaceful...



Feel the muscles of your face yielding to a new sense of inner peace...

