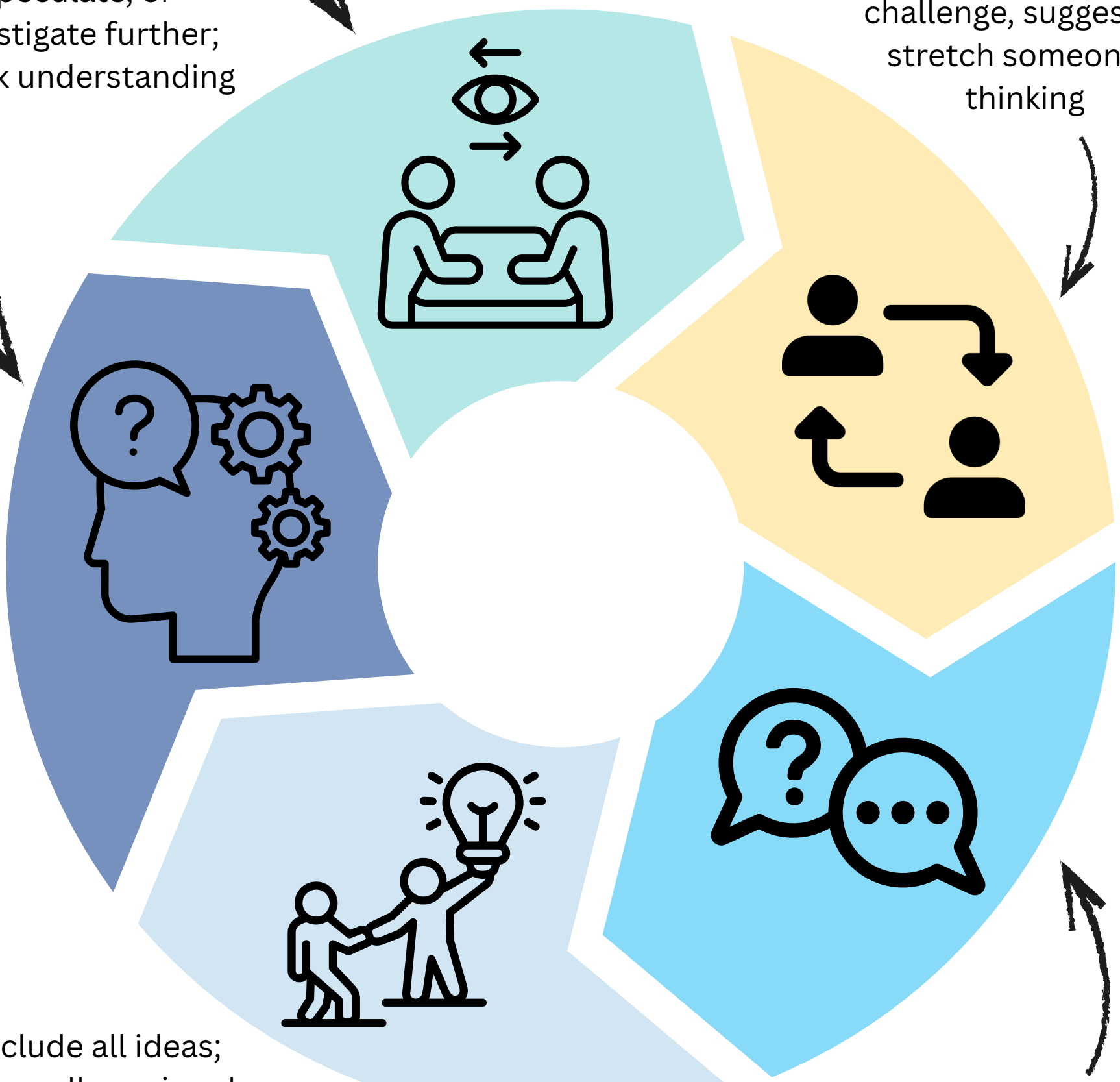
Listening Wheel

Show the speaker you are listening;
Face the speaker;
Track the Speaker
(when necessary)

Do not interrupt;
No raised voices;
Respectful language;
Be polite when you challenge, suggest, or stretch someone's thinking

Listen for key details so you can clarify, probe, speculate, or investigate further;
Check understanding



Include all ideas;
Help smaller voices be heard;
Build on ideas to move thinking forward.

Show you have listened;
Repeat & summarise information;
Engage by nodding or smiling

RESPECT **RESPOND** **ENCOURAGE** **MEANING** **FOCUS**