



Individual Exercise MT1.1_4

Total Duration: 30 Mins

Objective: evaluating understanding of key concepts related to active listening, constructive feedback, and effective communication.

The Facilitator needs to read the statements one by one allowing the trainees to think and write down their answers.

True/False Statements:

1. "Active listening involves paraphrasing what the speaker says to confirm understanding." **(True)**
2. "Maintaining eye contact is an essential element of active listening." **(True)**
3. "Constructive feedback should always include both strengths and areas for improvement." **(True)**
4. "Non-verbal cues, such as nodding and facial expressions, are irrelevant in communication." **(False)**
5. "Interrupting the speaker is a good way to show engagement in the conversation." **(False)**
6. "Asking clarifying questions helps deepen understanding of the speaker's message." **(True)**
7. "Providing a summary of what was discussed shows active engagement in a conversation." **(True)**
8. "Effective communication requires balancing talking and listening." **(True)**
9. "It is better to avoid addressing workplace conflicts to maintain harmony." **(False)**
10. "Collaboration often requires compromising to achieve a mutually beneficial solution." **(True)**
11. "Giving feedback should focus only on the negative aspects to ensure improvement." **(False)**
12. "Sharing ideas in a brainstorming session should be done without fear of judgment." **(True)**
13. "Acknowledging someone else's perspective is a sign of weakness in a conversation." **(False)**
14. "Specific examples make feedback more actionable and effective." **(True)**
15. "Engaged listening can build trust and improve relationships." **(True)**
16. "It is unprofessional to ask for help or guidance at work." **(False)**
17. "A good listener validates the speaker's emotions and perspective." **(True)**
18. "Providing constructive solutions is a key element of effective feedback." **(True)**
19. "Disagreements in the workplace are best resolved by avoiding difficult topics." **(False)**

Attachment to MT
Task 2.3



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20. "Collaborative problem-solving strengthens team relationships and trust." (**True**)

Allow open discussion at the end to let the trainees reflect on the statements that inspired them

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