

**NCO Leadership Center of Excellence
Basic Leader Course**

**Lesson Plan for 400-B102/ 4.0
Effective Listening**

Advance Sheet

1. SCOPE:

At the end of this three-hour learning event, you will develop an awareness of the process and role of listening in oral communication. In addition, you will develop skills related to analyzing and improving informative, critical, and empathetic listening skills.

2. LEARNING OBJECTIVES:

TLO: This lesson supports the BLC TLO 400-BLC, Convey clear thoughts, tasks, and purpose to leadership and subordinates through multiple communication mediums.

ELO:

Action: Use the components of the listening process for improved communication.

Condition: As a learner, attending the BLC, using a direct level leadership perspective in new environments, given references, practical exercises and classroom discussions.

Standard: The learner will identify the difference between hearing and listening, discover the receiving, attending, understanding, responding, and remembering elements of the listening process, and define the three types of listening skills within a 40-minute practical exercise.

Learning Domain: Affective

Level of Learning: Receiving

Characteristics of the Future Operational Environment:

Increased velocity and momentum of human interaction and events

Linking Warfighting Challenges to Required Capabilities:

Improve Soldier, Leader, and Team Performance

3. ASSIGNED LEARNER REQUIREMENTS:

a. Read:

(1) Listening Effectively, April 1996, pp 30 thru 32 (3 pages, 7.5 minutes)

b. Classroom Discussion:

Selected learners should prepare for roleplay activity.

4. ASSESSMENT:

Refer to B100 advance sheet for information on all assessments.