Colour Code: Green Initial self rating Date: Blue Review Self Rating Date: ; Orange Rating by Observer Date:

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | Active listener  | Tolerate silence  | Tolerate emotion  | Introduction Skill  | Open Question  | Focused Question  | Probing Question  | Reflect  | Paraphrase  | Clarify  | Summarise  |
| 10 Excellent  |     |   |   |   |   |   |   |   |   |   |   |
| 9  |     |   |   |   |   |   |   |   |   |   |   |
| 8 Strong  |     |   |   |   |   |   |   |   |   |   |   |
| 7  |     |   |   |   |   |   |   |   |   |   |   |
| 6  |     |   |   |   |   |   |   |   |   |   |   |
| 5 Present  |     |   |   |   |   |   |   |   |   |   |   |
| 4  |     |   |   |   |   |   |   |   |   |   |   |
| 3 weak  |     |   |   |   |   |   |   |   |   |   |   |
| 2  |     |   |   |   |   |   |   |   |   |   |   |
| 1  |     |   |   |   |   |   |   |   |   |   |   |
| 0 Absent  |     |   |   |   |   |   |   |   |   |   |   |

Use this rating scale to determine, on self assessment, where your strengths and weaknesses lie in relation to communication.