

How to Listen with Intention

by Patrick King

A printable to-do list of the most effective habits from this book. Check one off each day you do it.

MON TUE WED THU FRI SAT SUN

⁰¹ **Practice the 3-second pause**

O'Brien: after anyone finishes speaking, wait 3 full seconds before responding. Let the full meaning land. Let the impulse to speak pass. Then respond.

MON TUE WED THU FRI SAT SUN

⁰² **Replace 'fixing' with 'receiving' in one conversation today**

O'Brien: resist the urge to solve. Practice being with what someone is sharing without moving to advice, reassurance, or your own parallel story.

MON TUE WED THU FRI SAT SUN

⁰³ **Do the 'reflection check'**

O'Brien: in one conversation today, reflect back what you heard: 'So what I'm hearing is...' Confirm before adding your response. Notice what this does.

MON TUE WED THU FRI SAT SUN

⁰⁴ **Listen to understand - not to evaluate**

O'Brien: the difference between empathetic listening and judgmental listening is subtle but complete. Notice when your mind is judging vs. receiving.

MON TUE WED THU FRI SAT SUN

⁰⁵ **Apply listening to yourself**

O'Brien: sit with your own experience for 10 minutes without trying to change it or interpret it. Just listen to what your inner world is saying.

MON TUE WED THU FRI SAT SUN

⁰⁶ **Have one conversation with no goal**

O'Brien: one hour of conversation with no agenda, no outcome, no networking value. Just presence. Notice how unusual this feels.