

If Listening is Tough....

YOU:

Pay attention to:



o Face



o Gestures & Body



o Tone of voice

Repeat what you DID understand

o **I got: _____ . Right?**





- **Ask for repetitions**
 - **Again please??.....**



- **Record important or difficult info**



- Free Voice Recorder app on phone (\$0) OR
 - **See instructions**

- A voice recorder (~\$60-\$70)



- Video record with Camera app
 - **See instructions**



- **Record & change important or difficult info**

- If **reading** is a strength:
 - Transcribe: Record using a speech-to-text app (ex.



Speech to Text+
to get it in writing

or Voice Record Pro



- See instructions

- Ask for printed info, like After Visit Summaries, Flyers,



Email/mailed info

- If **reading** is **NOT** a strength:

- Record using Siri/Alexa to get an image
Google _____ image



- See instructions

COMMUNICATION PARTNER:

- First introduce topic & Alert to change in topic



- Make a conversation outline or agenda



- Slow down





- Pause for understanding
 - Check: **OK? Any questions?**
 - Repair message breakdowns

- Use more than WORDS



- Facial expressions



- Gestures & Body



- Highlight **key words** with your Voice
 - **Key words:** Louder, Higher pitch, slower/pause



□ Simplify info



- Shorten it



- Summarize with key sentence or key words



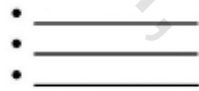
□ Repeat important info



□ Add written or visual info to supplement



- Bullet points



- Written choices or summary

Coffee

Tea

- **Speech-to-Text** (ex. **Speech to Text+**)



- Use search engine or Alexa/Siri (**Google** _____ **image**)—

get an image

