

Listening involves more than just hearing the words a person is saying. Concentration, also known as focusing, is another important skill involved in listening. While listening, avoid distractions such as using cell phones. Cell phones and other distractions can hinder your ability to effectively comprehend the message being told to you. Comprehension is the third skill involved in listening.

Being able to effectively engage an audience will allow you to convey your message easier. There are several ways you can engage your audience. You, as the speaker, control how your audience feels. If you speak in monotone your audience will be uninterested in what you have to say. Keep the audience on their toes by being excited when you speak. Other ways of engaging an audience are through song and through participation!

Ambition-

Delegate

What drives your ambition to be a leader, or to excel? Passion, in relation to leadership, is an enthusiastic pursuit to achieve a goal. Passion with leadership is broken into two categories: Issue based passion- passion

associated with causes Interest based passion- passion associated with personal interest and activities. Issue and interest based passion are not exclusive

Delegating is the ability to distribute projects to members of your team or organization and trust that the task will be completed. Delegating is usually the hardest task for a leader. Delegating in your organization is important because your group members want to feel involved