

Active Listening in the Workplace

Build essential active listening skills for professionals in HR, sales, customer service, and any team-based role. This course teaches you how to reduce workplace miscommunication, respond with empathy, read body language, and improve focus — even with ADHD or attention challenges. Learn how to avoid common listening mistakes and develop strategies for staying present in conversations. Gain practical tools to strengthen communication, improve collaboration, and create a more productive work environment.

[CBT Nuggets course material](#) →

WEEK 1

Active Listening in the Workplace

What is Active Listening?

Why is Active Listening Important?

What to Avoid When Active Listening

How to Practice Active Listening

What About ADHD?

Validation