1986

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Recommended Citation

Rhodes, Steven C. (1986) "LAJM Bibliography: Resources for Teaching Listening," *Language Arts Journal of Michigan*: Vol. 2: Iss. 2, Article 9.

Available at: <https://doi.org/10.9707/2168-149X.1749>

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LAJM BIBLIOGRAPHY: RESOURCES FOR TEACHING LISTENING

by Steven C. Rhodes

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Adler, Ronald B. and Neil Towne. **Looking Out/Looking In.** New York, New York: Holt, Rinehart and Winston, 1984.

An excellent high school, community college, and freshman level university text in interpersonal communication. Although only one chapter is specifically directed at listening, what is written throughout the text can be applied to helping students become better listeners.

Brown, Kenneth L. **Teaching Speaking and Listening Skills in the Elementary and Secondary Schools.** Boston, Massachusetts: Massachusetts State Board of Education, 1981.

These materials serve as a resource for K-12 teachers and administrators. As a guide to developing instructional programs, they provide objectives, explanation of theory, descriptions of promising practices, and an annotated list of books and materials.

Brownell, Judi. **Building Active Listening Skills.** Englewood Cliffs, New Jersey: Prentice-Hall, 1986.

One of the better new books on listening, it divides the listening process into six components, and then examines more specific listening behaviors associated with each of the six components. This approach will be found to be very manageable.

Department of Education. **The Essential Goals and Objectives for Speaking and Listening.** Lansing, Michigan: Michigan Department of Education, 1986.

A booklet developed by members of the Michigan Association of Speech Communication to serve as a model to be used by teachers for developing goals and objectives in speaking and listening for grades K-12.

Erway, Ella A. **LISTENING: A Programmed Approach.** New York, New York: McGraw-Hill Book Company, 1979.

This is a book that accompanies a series of tapes. Together the book and tapes make up a self-instructional program for teaching high school students and above how to become better listeners.

Floyd, James J. **LISTENING: A Practical Approach.** Glenview, Illinois: Scott, Foresman and Company, 1985.

This book presents a skills-oriented approach to listening improvement. The audience would be high school students and above. The book can be used as a primary text or a supplement in a basic communication course.

Resources for Teaching Listening

Glatthorn, Allan A. and Herbert R. Adams. **Listening Your Way To Management Success.** Glenview, Illinois: Scott, Foresman and Company, 1983.

As the title suggests, this book is written for managers and people who aspire to be managers. As "managers" of classroom interactions, teachers at all levels will find this book interesting and helpful.

Hansen-Krening, Nancy. **Competency and Creativity in Language Arts.** Reading, Massachusetts: Addison-Wesley Publishing Company, 1979.

A multiethnic focus is the primary feature of this book. The first two chapters on sensory awareness and listening are a good start for students in primary grades.

Illinois Speech and Theater Association. **Basic Listening Skills.** Springfield, Illinois: Illinois State Board of Education, 1982.

These materials present a spiral curriculum of listening skills. In addition to outlining goals and objectives, activities for each level are presented.

Lewis, Thomas R. and Ralph G. Nichols. **Speaking and Listening.** Dubuque, Iowa: Wm. C. Brown Company Publishers, 1965.

Written over twenty years ago, the material contained in this book is as applicable today as it was when it was written. The basic premise is that teaching effective listening cannot be accomplished separately from teaching effective speaking.

Long, Lynette. **Listening/Responding.** Belmont, California: Wadsworth Publishing Company, 1978.

A good book for the teacher who wants to improve his or her listening skills. The book focuses on the verbal and nonverbal dimensions of listening to students with empathy and respect.

Lundsteen, Sara W. **Children Learn to Communicate.** Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1976.

Listening should not be taught as a skill separate from the other communication skills of speaking, reading, and writing. Lundsteen presents listening as a base for learning the other communication skills.

Lundsteen, Sara W. **Listening: Its Impact at ALL Levels of Reading and the Other Language Arts.** Urbana, Illinois: ERIC Clearinghouse on Reading and Communication Skills, 1979.

The proposed hierarchy of listening skills is valuable for the teacher of listening at all levels. The materials and examples in the book are focused on the elementary classroom. Objectives, assessment lists of commercial materials, and an extensive bibliography are provided.

Nichols, Ralph G. and Leonard A. Stevens. **Are You Listening?** New York, New York: McGraw-Hill Book Company, 1957.

Ralph Nichols is known in the field of communications as "The Father of Listening." Obviously he did not invent the process, but the ideas he and Stevens presented in this book are still referred to today.

Petty, Walter T. and Julie M. Jensen. **Developing Children's Language.** Boston, Massachusetts: Allyn and Bacon, Inc., 1980.

Before we can adequately teach children to listen, we need to understand the nature of language development and the relationships that exist among the language arts. The authors of this book help us to understand these factors and then present two excellent chapters on listening.

Pronovost, Wilbert and Louise Kingman. **The Teaching of Speaking and Listening in the Elementary School.** New York, New York: Longmans, Green, 1959.

Although old, this book is far from being outdated. The authors present a traditional view of the relationship between speaking and listening, and do a good job of showing how to integrate the language arts.

Smith, Charlene W. **The Listening Activity Book.** Belmont, California: Fearon Publishers, Inc., 1975.

The subtitle of this book is "Teaching Literal, Evaluative, and Critical Listening in the Elementary School." Although short, it contains many useful games, activities, and learning experiences.

Steil, Lyman K., Larry L. Barker and Kittie W. Watson. **Effective Listening: Key To Your Success.** Reading, Massachusetts: Addison-Wesley Publishing Company, 1983.

This book is a guide for listening improvement for professionals in business and industry and a textbook for use in colleges and universities. In spite of its focus, teachers at all levels will find it informative in terms of their own listening skills, and as a resource for what to teach their students.

Weaver, Carl. **Human Listening.** Indianapolis, Indiana: The Bobbs-Merrill Company, 1972.

One of the first texts to take something other than a "how to" approach to writing about listening, the primary focus is on helping the reader to understand the listening process.

Wolff, Florence I., Nadine C. Marsnik, William S. Tacey, and Ralph G. Nichols. **Perceptive Listening.** New York, New York: Holt, Rinehart and Winston, 1983.

This book provides a textbook in listening at the college level or a book useful in adult education. It is based on current theory about the listening process, and contains numerous exercises.

Resources for Teaching Listening

Wolvin, Andrew and Carolyn Coakley. **Listening Instruction.** Urbana, Illinois: ERIC Clearinghouse on Reading and Communication Skills, 1979.

The authors present an introduction to listening theory with 38 illustrative activities for teaching listening skills. The suggested activities are excellent instructional models at all grade levels.

Wolvin, Andrew D. and Carolyn Gwynn Coakley. **Listening.** Dubuque, Iowa: Wm. C. Brown Publishers, 1985.

If you had only one resource on listening, this would be the one to have. It covers all aspects of the listening process, but most important, it provides extensive references at the end of each chapter.

Yost, William A. and Donald W. Nielsen. **Fundamentals of Hearing.** New York, New York: Holt, Rinehart and Winston, 1985.

It is difficult to teach anyone anything about listening without knowing something about hearing and information processing. This book does a good job of covering both topics.