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Death is the most natural thing, but it seems surreal, so most of us don't bother planning it (plus, it kind of sucks). We told you how to prepare for the practical things, but there's also the emotional side to think about. Consider writing one last letter. It's a fact of life that we're all going to die at some point. Although it's not something you... Read more in the New York Times, Dr. VJ Periyakoil details her attempt to deal with dying patients. She writes: The most common emotion they express is regret: regret that they never took the time to repair broken friendships and relationships; Sorry they never told their friends and family how much they cared; It is narrow that their children will be remembered by their children as critical mothers or as strict authoritative fathers. Based on this experience, Priakville launched the Friends and Family Letters Project at Stanford. It's basically an initiative that encourages patients to open a dialogue with doctors and loved ones to convey what's most important to them at the end of life. This means creating guidelines for their care, but it also means expressing their feelings towards family and friends. Again, it's kind of a dark issue and one that most of us don't exactly embrace. The idea that you can leave this world without closure, though, is an even more unpleasant thought. The Project site includes three templates that you can use:What's most important about a letter: It's a letter template that allows anyone to document what's most important to them and the treatments they want in the future. This tool is free and is available in print, as an online fill form and as an iPhone and Android App in eight different languages. Pre-project letter guidance: This tool allows anyone to answer some simple questions in English. When they finish and click on the print, the tool will send them an automatic full pre-directive document and a supplemental letter to their doctor describing their preferences for end-of-life medical care. This tool is free and is available in print, as an online fillout form and as an iPhone and Android App.Friends and family letter: This letter can help all adults complete their seven life review tasks: recognizing important people in our lives; remembering precious moments in our lives; Apologies to those we may have offended; Forgive those who have hurt us; And to say thank you, I love you and goodbye. With this template, you can write a letter to friends and family in one of eight languages using an online form, iPhone or Android app or printable form. Click the links above to check out each template. You fill them out online, and then you can print or send e-mail (you don't need to sign up or send anything). To read more about the initiative, go to the links below. Stanford Friends and Project Letter through The New York Times Photo: ktburnett91 Picture: Shutterstock Do you write so illegally that others have trouble reading your Christmas cards? You're not alone - the UK postal system once reported they destroyed more than 5 million Christmas cards and letters! By the way, when was the last time you wrote a letter? Exactly! People text more than they write today, so letterwritten slowly becomes a point of the past. But the manuscript still affects our lives - every year, the U.S. government loses thousands of dollars for handwriting-related reasons. At least 1 in 10 patients suffers because of the doctor's messy handwriting. And Nasa's 1965 experience failed for the same reason - an engineer exactly got the instructions wrong! If only someone had a better manuscript... On the other hand, calligraphy and letters are among the hottest trends today. After all, beautiful handwriting has extraordinary power to turn a simple piece of paper into a masterpiece, whether it's an inspirational quote or a birthday card. Writing everything also makes us remember it better, while not writing important things is just asking to forget. So dust off your pen, and the next time you need to remember something, just take notes instead of typing. We promise it will help! Do you still remember all those searing letters from school? Refresh your handwriting skills with this exciting quiz! Trivia can you get more than 11 right on this hard-written letters quiz? 6 min Quiz 6 min Trivia Can you detect more than 11 of the letters it wrote? 6 min Quiz 6 min Trivia Can you get through this hard letter reporter test? 6 min Quiz 6 min Trivia Can you identify all these calligraphy letters? 6 min Quiz 6 min Trivia Can you really read these quotes in fancy letters? 6 min Quiz 6 min Trivia Can you detect any letter of the alphabet in writing giving? 6 min Quiz 6 min Trivia Can you identify these names written in written letters? 6 min Quiz 6 min Trivia Can you translate these phrases in basic French if we write them in wordwritten? 7 min Quiz 7 min Trivia You can guess what letters are missing from these phrases? 6 min Quiz 6 min Trivia You know the meanings of these words once? 6 min Quiz 6 min How much do you know about dinosaurs? What is an octet rating? And how do you use real bone? Lucky for you, HowStuffWorks Play is here to help. Our award-winning website offers reliable and easy-to-understand explanations of how the world works. From enjoying quizzes bringing joy to your day, to compelling photography and fascinating lists, HowStuffWorks Play offers something for everyone. Sometimes we explain how things work, other times, we ask you, but we always explore in the name of fun! Because learning is fun, so stay with us! Quiz game is free! We Trivia questions and personality tests every week for your inbox. By clicking Sign Up, you agree to our Privacy Policy and confirm that you are 13 years of age or older. Rights © 2020 InfoSpace Holdings, LLC, System1 company last updated on October 22, 2020 How would you feel if you were sharing a personal story and noticing that the person you're talking to isn't really listening? You probably won't be too excited. Unfortunately, this is the case for many people. Most people aren't good listeners. They're pretending well. The thing is, real listening requires work - more work than people are willing to put in. A quality conversation is about give and take. Most people, however, want to simply give -- their words, whatso. Being on the receiving end like the listener may seem boring, but it's essential. When you take care of someone and pay attention to what they're saying, it's a sign of caring and respect. The glitch is that participation requires an act of Will, which sometimes goes against what our brains do naturally - wander aimlessly and think about what isn't, instead of listening - the greatest act of consideration. Without active listening, people often feel inaudible and unfamiliar. That's why it's important for everyone to learn how to be a better listener. What makes people poor listeners? You can learn good listening skills, but first, let's look at some of the things you might do that makes you a poor listener.1. You want to talk to yourself, but who doesn't, we all have something to say, right? But when you look at someone pretending to listen in time, all the time, they mentally plan all the amazing things they're going to say, it's damage to the speaker. yes, maybe what the other person says isn't the most exciting thing in the world. Still, they deserve to be heard. You always have the ability to steer the conversation in a different direction by asking questions. It's okay to want to talk. It's normal, even. Keep in mind, however, that when it's your turn, you'll want someone to listen to you.2. You don't agree with what they say is another thing that makes you an insufficient listener -- hear something you disagree with and immediately tune out. After that, you lie in wait so you can tell the speaker how wrong they are. You're eager to make your point and prove the speaker wrong. You think once you tell your truth, others will know how wrong the speaker is, thank you for setting them straight, and encourage you to elaborate on what you have to say. Keep dreaming. Disagreeing with your speaker, however frustrating, is no reason to direct them out and prepare yourself to emit your incredible denial. By listening, you can actually glean an interesting block of information You weren't aware of three before. You do five other things while you listen it's impossible to listen to someone while you're texting, reading, playing Sudoku, etc. But people do it all the time -- I know I do. I was actually trying to balance my checkbook while pretending to listen to a man on the other line. It didn't work. I should have kept asking, what did you say? I can only admit it now because I rarely do it anymore. At work, I managed to become a better listener. It takes a lot of concentration, but it's definitely worth it. If you're really going to listen, then you have to: listen! M. Scott Peck, M.D., in his book Road Less Travel, says, you can't really listen to anyone and do anything else at the same time. If you're too busy to actually listen, let the speaker know, and arrange another time to talk. It's that simple! You appoint yourself judge while you listen, you decide the speaker doesn't know what he's talking about. As the expert, you know more. So, what's the point of even listening? Go, the only sound you hear once you decide they're wrong is, blah, blah, blah, blah, blah! But before you bang that hammer, just know that you might not have all the necessary information. To do that, you had to really listen, didn't you? Also, make sure you don't judge someone by their accent, the way they sound, or the structure of their sentences. My dad's almost 91. His English is sometimes a little broken and hard to understand. People mistakenly assume he doesn't know what he's talking about -- they're wrong. My father is a very intelligent man who has English as a second language. He knows what he's saying and understands the language perfectly. Keep this in mind when listening to a stranger, or someone who may have trouble putting their thoughts into words. Now, you know some of the things that make the listener inferior. If none of the above items resonate with you, great! You listen better than most. How to be a better listener for the sake of conversation, though, let's just say you might need some work in the listening department, and after reading this article, you make the decision to improve. What, then, are some of the things you have to do to make it happen? How can you be a better listener? Pay attention to an attentive good listener. They don't look at their watch, their phone, or think about their dinner plans. They're focused and pay attention to what the other person is saying. This is what active listening is called. According to Skills You Need, active listening involves listening to all senses. As well as paying full attention to the speaker, it's important that the 'active listener' also 'looks' to listen - otherwise, the speaker may That what they're talking about doesn't interest the listener. As I mentioned, it's normal for the mind to wander. We're human, after all. But a good listener will restrain those thoughts once they notice their attention is fading. I'd like to point out here that you can also listen to physical clues. You can assume that if someone keeps looking at their watch or over their shoulder, their focus is not on the conversation. The key is to just pay attention.2. Use positive body language you can infer a lot to a person's body language. Are they interested, bored or anxious? A good listener's body language is open. They lean forward and express curiosity about what's coming. Their facial expressions are smiling, showing concern, exudes empathy, etc. They're letting the speaker know they're sounding. People say things for a reason - they want some kind of feedback. For example, you say to your partner, I've had a really rough day! And your husband keeps checking his newsfeed while he nods his head. Not a good response. But what if your husband looked up with polling eyes, put down his phone, and said, oh, no. What happened? So how's that going to feel? The answer is obvious. According to Alan Gurney, an active listener pays full attention to the speaker and ensures that he understands the information provided. You can't be distracted by an incoming call or status update on Facebook. You need to be present and a moment. Body language is an important tool to ensure you do it. The right body language makes you a better active listener and therefore more 'open' and open to what the speaker says. At the same time, it suggests that you're listening to them. 3. Avoid interrupting a confident Dobrani that you won't want to be in the middle of a sentence just to see the other person holding a finger or their mouth open, ready to go into your unfinished words. It's rude and causes anxiety. You would, more than likely, feel the need to rush what you're saying just to finish your sentence. Disorder is a sign of disrespect. It basically means, what I have to say is much more important than what you say. When you interrupt the speaker, they feel frustrated, hastily and unsuplant. Interrupting the speaker to agree, disagree, argue, etc., causes the speaker to lose the timings of what they say. It's very frustrating. Anything you have to say can wait until the other person does. Be polite and wait your turn!4! Asking questions is one of the best ways to show you're interested. If someone tells you about their mammy ski trip, don't comment with, that's nice. It would show disrep interest and disrespect. Instead, you can ask, how long have you been skiing? Was it hard for you? What was your favorite part of the trip? Etc. The person will think highly of you and consider you a great conversational man just by asking a few questions.5. Just listen, this may seem counterintuitive. When you talk to someone, it's usually back and forth. Sometimes, all it takes for you is to listen, smile or have them in your head, and your speaker will feel like they're really audible and understandable. I once sat down with a client for 45 minutes without a word. She came into my office in distress. I asked her to sit down, and then she started crying quietly. I sat with her-- that's all I did. At the end of the meeting, she stood up, told me she was feeling much better, and then left. I have to admit, 45 minutes without a word was hard. But she didn't need me to say anything. She needed a safe space where she could stand out without interruption, discretion, or I was trying to fix something.6. Remember and Follow UpPart's being a great listener is to remember what the speaker told you, and then follow them. For example, in the last conversation you had with your coworker Jacob, he told you that his wife had been promoted and that they were considering moving to New York. Next time you run into Jacob, you might want to say, hey, Jacob! What happened with your wife's promotion? At that point, Jacob knew that you actually heard what he said and that you wanted to see how things turned out. What a gift! According to a new study, people who ask questions, especially follow-up questions, may become better managers, land better jobs, and even win second dates. It's so simple to show that you care. Just remember some facts and follow them. If you do this regularly, make more friends.7. Keep confidentiality and confidential information if you really want to be a better listener, listen carefully. If what you hear is confidential, keep it that way, no matter how tempting it may be to tell someone else, especially if you have friends in common. Being a good listener means being reliable and sensitive with shared information. Everything you've been told in secret won't be revealed. Assure your spokesperson that his information is safe with you. They will feel relieved that they have someone with whom they can share their burden without fear of it coming out. Maintaining someone's confidence helps deepen your relationship. Also, one of the most important elements of secrecy is that it helps build and develop trust. This may enable the free flow of information between the customer and the employee and recognizes that the personal life of the client and all the problems and problems they have belong to them. Be like a therapist: listen and deny judgment. Note: I have to add here that while the therapists keep everything in a confidential meeting, They are exceptions: if the customer may pose an immediate danger to himself or others. If the client endangers a population that cannot defend itself, as in the case of child or elder abuse. 8. Maintain eye contact when someone speaks, they usually say something they consider to be meaningless. They don't want their listener to read a text, look at their fingernails, or bend down to pet a dog in the street. Dover wants all eyes on them. It lets them know that he says there's value. Eye contact is very strong. It can convey a lot of things without anything being said. As of then, this is more important than ever with the Covid-19 epidemic. People can't see your whole face, but they can definitely read your eyes. By eye contact, I don't mean to stare hard, scary - just a look in the direction of the speaker will do. Make the point the next time he's in conversation to maintain eye contact with the speakerphone. Avoid the temptation to look anywhere but at their faces. I know it's not easy, especially if you're not interested in what they're talking about. But like I said, you can redirect the call in a different direction or just let the person know you have to go. Mindfully last thoughts will add to your relationship with everyone in your life. Now, more than ever, when people are so disconnected due to smartphones and social media, listening skills are crucial. You can build better, more honest and deeper relationships by just being there, paying attention, and asking questions that make a speaker feel like what he has to say is important. And isn't that a great goal? To make people feel like they matter? So, go out and start honing those listening skills. You have two great ears. Now use them! More tips on how to be a better listenerCredit Photograph: Joshua Rodriguez via unsplash.com unsplash.com

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