Types of communication

Verbal Communication	*Non Verbal Communication*
Spoken Language	Laughing, Crying...
Written Language/ Sign Language	Body Language/ Gestures

Shannon and Weaver model of Communication

Sender

Encoder

Channel

Noise

Decoder

Reciever

Feedback

Types of feedback include
1. Positve feedback
2. Negative feedback
3. Constructive feedback

Stress

Stress can refer to any 'physicak, mental or emotional' strain or tension
Stress can also be defined as a mental state wherein an individual may feel overwhelmed with a situation.
Some symptoms may be common to some people while some might be different person to person.

Stress Management Techniques

Physical Exercise

Nature Walks

Vacation with family or friends

Meditation

Yoga

Non Verbal Communication

Advantages	*Disadvantages*
Supports main message	Continuity
Visual Appeal	Culture
Faster Communication	Distracting
Substitutes Verbal Communication	Non specificity

Barriers to effective communication

Language

Culture

Physical

Lack of Attention

Jargon/Slangs

Psychological

Importance of Stress Management

Improves mood

Checks distractions

Helps in increasing life span

Boosts immune system

Benefits of working independently

Ensures better and faster learning

One feels more responsible and empowered

Accountability

Fosters creativity and satisfaction

The Four Self Awareness Archetypes

	Low external self awareness	*High external self awareness*
High internal self awareness	Introspectors	Aware
Low internal self awareness	Seekers	Pleasers

Facts

Body Language is also known as kinaesthetics or kinesics

65% of communication happens through non-verbal methods

7 C's of Effective Communication

Completeness

Conciseness

Clarity

Consideration

Concreteness

Courtesy

Correctness

Stress Symptoms

Physical	*Mental*
Breathlessness	Anxiety
Sweaty Palms	Boredom
Fatigue	Irritation
Nausea	Mood Swings

Enhancing ability to work independently

Self Awareness

Self Regulation

Self Motivation

Types of Self Awareness

Strength	Weakness
Emotional Triggers	Problems

Sponsored by **Readable.com**
Measure your website readability!
https://readable.com