

December



EFFECTIVE COMMUNICATORS

Clearly conveying thoughts, questions, solutions, and ideas in multiple ways, including verbally, written, and digitally.

QUOTES TO NOTE:

Wise men speak because they have something to say; Fools because they have to say something. *(Plato)*

The single biggest problem in communication is the illusion that it has taken place.

(George Bernard Shaw)

We never listen when we are eager to speak. *(Francois de la Rochefoucauld)*

Be sincere; be brief; be seated. *(Franklin Delano Roosevelt)*

Communication leads to community, that is, to understanding, intimacy and mutual valuing. (Rollo May)

The two words 'information' and 'communication' are often used interchangeably, but they signify quite different things. Information is giving out; communication is getting through. (Sydney J. Harris)

You never know when a moment and a few sincere words can have an impact on a life. (Zig Ziglar)

The way we communicate with others and with ourselves ultimately determines the quality of our lives *(Anthony Robbins)*

Use the following questions & statements as conversation starters to talk with your family about being Effective Communicators:

- How would you describe good/effective communication?
- What do you think you do well when you communicate?
- What communication skills are you working on or would like to further develop?
- What bugs you when it comes to communication?
- What are the greatest challenges to good communication?
- What role do facial expressions, gestures and pauses play in communication?
- How important is listening in communication?
- How do you communicate an openness to other's ideas and new ways of thinking/
- How do you use different styles of communication for different situations &/or audiences?
- What do you do to foster trust and understanding when communicating?