

Importance of Communication

LHA Communication/Debate

What IS Communication?

“Communication is _____.”

- It's something we do every day of our lives!
 - _____ **Word**
 - _____ **Correspondence**
 - _____ **Language**
- **Communication** → the act of transferring information from one person to another.

What IS Communication?

“Communication is Key.”

- Communication is only effective if the receiver _____ the message
 - If the receiver doesn't understand your message, it can be _____ very differently
 - Text messages, emails, body language, tone of voice, young children, relationships, etc.
 - This is why so many fights or arguments happen
- _____ → failure to communicate clearly

EVERYWHERE

“Communication is Key.”

- Communication is all around us in the world
 - From the moment you _____ in the morning to the moment you _____ at night
 - Radio, TV, strangers walking down the street, driving, advertisements, relationships, ordering food, work
- Communication enables tasks to be completed _____, and ultimately makes things generally easier or more difficult for us during the day

Communication in Businesses

"Communication is Key."

- _____ → communication skills are highly valued
- Communication with customers/clients can either boost or hinder their experience with your company
 - Leaders with ineffective communication skills can often be the root cause of productivity-related issues

Communication in Businesses

"Communication is Key."

- _____ → communicating to their teams
- **Upward** → communicating questions, concerns, or information up/down the chain
- **Presentations** → presenting information to inform, influence, or persuade a larger audience
- _____ → team camaraderie, planning, information, etc
- **Customers** → creates positive/negative view of company
- _____ → everyday communication

Communication in Leadership

"Communication is Key."

- Leadership** → _____ communication and _____ leadership are closely intertwined
- As a leader, you need to be a skilled communicator in countless _____ (within organization, communities, more)
 - Sports teams
 - Work places
 - Master Chef

Communication in Leadership

"Communication is Key."

- _____ **Counts** → be honest and sincere
 - Find your own voice (don't be a corporate robot)
 - People want respect with will follow authentic leaders
- _____ → be accessible to your team(s)
 - Do more than just email and phone calls. Be present!
- _____ → good communicators are also good listeners
 - When you listen well, you gain a clear understanding of another's perspective and knowledge
 - Listening fosters trust, respect, openness, and cooperation

Communication in Relationships

“Communication is Key.”

_____ → an important part of all relationships and is an essential part of any healthy partnership/friendship

- All relationships have _____ / _____, but healthy communication can make it easier and build a stronger bond
 - Words, tones, body language, topics, what’s on your mind, etc.

Communication in Relationships

“Communication is Key.”

- _____ **Listening** → pay attention to the person talking
- **Clear** → be clear on what you want to communicate
 - Wants, needs, and feelings
- **Positives/Negatives** → communicate not only your negative feelings (concerns), but also the positives
- _____ → be aware of tone, body language, words
- _____ → you don’t always have to be right or win

What are some other areas where communication is important?

Why is communication important in that area/those areas?