Significance of skills of communication by C.M.Sundaram

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Communication skills do not mean speaking styles. A lot of connotations are meant by communication â€“ the way of our response to another person, body mannerisms and manners â€“ all which convey an idea. Communication is not confined only to our work place. It spreads to many areas. For instance, management, administration, business, relationships, etc.

In ads which appear in newspapers, all companies insist on power of communication. This is because technical qualifications and educational credentials apart, an employee has to put forth his ideas effectively so as to impress the listener â€“ may be a colleague or a superior or a client or a consultant. Notwithstanding eminence in capability, if he lacks in communication, his total output will become mundane. That is the reason, interview panels ask the candidates to tell something about them â€“ to assess their vocabulary skills.

In the absence of effective communication, oneâ€™s elevation in the corporate world is a question mark. He must explain the salient features of any project in candid and clear way.

Our relationships with our kith and kin, our friends and well-wishers should also be taken care of. Our communication has to be in the same wavelength as theirs. They are the ones who standby us in thick and thin. So, our interaction with them has to be effective. Maintaining good and cordial relationship requires effective communication.

Good communication will avoid unnecessary arguments. Discussions can be encouraged since the end product will benefit both the parties. But, it should be along rational lines â€“ not at emotional levels. Effective communication ensures logical analysis.

Making initiative in communication is an important caliber. A person with worthy viewpoints should always come forward. If he hesitates, the time will be lost and ideas of lesser merit may subside his suggestions. So, he has to initiate his points after getting convinced on the rationale of his thoughts.

So, in this modern age, if one has to be successful in his personal life as well as corporate ladder, his power of communication has to be effective and to the point.

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C.M.Sundaram - About Author:
C M Sundaram is the vice president of operations in T20learning.

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a Communication Skills

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