

Positive Communication

From the Wellness Center

OVERVIEW & PURPOSE

Positive, effective communication is a skill we think is instinctual, but instead, it is a skill we develop and hope to master. Communication is one of the most difficult day-to-day skills we utilize. It is very easy to have our communication go haywire with misunderstandings, frustrations or hurt feelings. While communicating, it is important to be mindful of our language (both verbal and non-verbal) and to practice skills that will increase effective and meaningful conversations.

Some Ideas To Think About

- Become an active listener and look for non-verbal cues
- Decrease judgments
- Be clear, honest and open
- Be mindful of emotion; do not let emotion drive the conversation
- Increase self-awareness

(<https://www.helpguide.org/articles/relationships-communication/effective-communication.htm>)

Articles

Short Read: 7 C's of Communication

<https://www.mindtools.com/pages/videos/7cs-transcript.htm>

Longer Read: Active Listening

<https://www.mindtools.com/CommSkill/ActiveListening.htm>

<file:///C:/Users/User/Downloads/listening-skills-infographic.pdf>

**If you have any questions, please call the Wellness Center at (530) 280-2009.

