

The Evidence of Communication Skills: The Art of Expressions

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Abstract: *The only way through which any living being can express is through communication. It's a trait in living beings that some has to acquire (human) and some inherit it by birth (animals). There are basically two ways to express verbally and non-verbally and both holds its importance of expression. A polished personality is always appreciated and adored. Communication is one of the major factor of a good personality trait.*

Keywords: Communication Skills, Linguistics, Expression, Personality.

I. INTRODUCTION

Being a social animal every human being needs a medium to express. Sound is the medium through which human and animals expresses, even through gestures and body language both the beings can express. The place where both differs is through the art of expressions. Humans are blessed with brain which distinguishes them from other living beings. So, human learns different sounds (linguistics), languages (dialects and jargons), gestures and body language to enhance their personality. As it is always said that the "First impression is the last impression" so a child struggles from the beginning to polish his overall personality. This skill in the personality cannot be achieved in a day but requires a rigorous hard work over the years. A child needs supervision and guidance since the time he starts learning. This is the time when parents, teachers and guardians plays a crucial role in the child's learning process. The surrounding plays another important role in child's learning. The key area in communication is the correct usage of words and sentences with correct pronunciation which often gets ignored. It is often noticed that many parents speaks incorrect pronunciation which also disturbs their child's speech mechanism. It is essential to speak each and every sound apt and clear for a good communication. When a child is prompt with his sound knowledge he can learn and speak any language with it's correct accent and pronunciation. If a child's speech mechanism gets disturbed in the beginning of his learning process it becomes difficult to change the entire mechanism of speaking. This default in communication can destroy the complete aura of a personality. Personality is a combination of many factors in which communication holds a prime place. When a person expresses himself verbally, gestures plays simultaneously an important role. Excessive usage of gestures also creates a negative impression, there is always a balance which creates an impact. Sujana Sarkar mentions that "Different factors contribute in forming one's character for example, family foundation, hereditary qualities, fluctuated societies, current circumstance, environmental conditions etc. Your personality is also reflected by how you interact with other people. If you have a glamorous personality then you will be respected and appreciated by all. Thus, communication plays a vital role in personality development in effective way"¹.

The way a person communicates speaks a lot about his background, state, country and surrounding. Selection of words plays a vital role in expressing oneself. A class of a person is judged by the way he presents himself. These are small factors which becomes negligible, but if given importance they acts as a brownie point. Communication is divided into two forms which is verbal and non-verbal and these are further divided into sub groups for better understanding. Basically verbal communication is the expression which is expressed through speaking skills and nonverbal communication is expressed in written, gestures and body language form. Tone and clarity is another important aspect of communication, a speaker needs to be clear and audible during his exchange of information. Tone decides the temperament of the conversation, so one needs to be vigilant of his tone while speaking. Sometimes a raise in tone can mislead the entire the point and rhythm of conversation. It has been observed that some people have a



screeching, hoarse, raspy or strained voice so in this case also one needs to maintain a pitch to avoid any miscommunication. Veena V. Narvekar and Dr. Dilip Kumar Sharma mentions that “Effective Communication is the process of exchanging ideas, thoughts, opinions, knowledge, and data so that the message is received and understood with clarity and purpose. When we communicate effectively, both the sender and receiver feel satisfied”².

Culture also effects communication in some places of Asia where women are not allowed to look into the eyes of the people and interact while in other countries like US showcases this gesture as disinterest in the conversation. For proper communication the content needs to be organized and need not to be lengthy and confusing. One needs to use easiest of the vocabulary for better understanding and should try to avoid jargons if people are not from that professional background, as it creates disinterest in the conversation. Acquaintance with the words and language is necessary if there is a genuine exchange of information, thoughts and feelings. To be a good communicator tailoring of words is important and this is the art which comes by investing a good amount of time in learning and practicing. Ms. Pooja Rana mentions “While effective communication is a learned skill, it is more effective when it’s spontaneous rather than formulaic. A speech that is read, for example, rarely has the same impact as a speech that’s delivered (or appears to be delivered) spontaneously. Of course, it takes time and effort to develop these skills and become an effective communicator. The more effort and practice you put in, the more instinctive and spontaneous your communication skills will become”³. Communication is a structured pattern which comes with certain rules. A child learns this basic formula from his childhood. When he is trained with all the set rules from the beginning his way of presenting will appear to be genuine while on the other hand if he is not prompt with the pattern he is sure to struggle and juggle every time. It’s not a day’s effort but a journey which requires an investment of time.

Listening is another important aspect of communication. For an effective communication effective listening is required. When two or more people are involved in a communication active listening is required, one needs to sense the emotions and feelings of the other person by listening and understanding to him. Listening skill requires lots of patience which is rare in today’s generation. Nobody shows interest in listening rather everyone wants to express and wants to be heard. Communication demands basic etiquettes which is rare to witness. There are always a degree of manners which needs to be given importance for proper attainment of any knowledge. Whenever people are involved in any conversation the listener needs to acknowledge the speaker through his body language, he should maintain proper eye contact, should lean forward slightly, should be a patient listener and should not keep questing in between. One needs to have a positive body language when involved in any discussion. The listener needs to be a pleasant listener, he cannot involve himself into multi-tasking when a speaker is expressing his thoughts and emotions. One needs to be present there mentally and emotionally with the speaker. One cannot involve himself into a planning process during the time of listening, it is the worst attitude a listener showcases. The listener needs to be enthusiastic, he needs to encourage the speaker to express more without any hesitation. There should be no judgment and remarks during the process of listening, this attitude makes the speaker irritated and disinterested in sharing. The speaker should not be scared of any criticism, he should be not be directed. Active listening is important because once the speaker is done with his sharing he wants to hear it from the other party (listener) as well. In this fast moving world we lack people who can invest in listening, so even this skill has developed as a profession. Bushra Sumaiya, Subodh Srivastava, Vipin Jain and Ved Prakash mentions that “Communication is one of the most important components of our lives. It influences how people connect in both their personal and professional lives. Good communication is the foundation for building respect and trust. It also assists in a person comprehension and the environment of a discussion. Even though communication seems to be straight forward, the majority of what twofold people say is misread, leading to battles and pain. To communicate effectively, you must understand the emotional basis of what you’re saying”⁴. A person who acquires a good communication skill is highly influential. With his choice of words and with an impressive body language he has the power to convince and gain trust of the people. A person with non-impactful attitude might be saying an influential statement but holds no degree of respect.

Face expressions play a major role in communication. A smiling face is always a pleasant expression. Irrespective of the person being sad or happy one needs to have a greeting expression, it is a courteous behavior. A person with blank expressions sends a negative message. This shows a strong disagreement, disrespect or least interested attitude. In some cases people are generally expressionless, so in this condition a lot of time they are misunderstood by the people. It’s



not a genuine gesture by those people but still suffers due lack of this quality. So, it's always advisable to have a warm smile whenever in any healthy discussion or encounter.

An attractive personality never copies the style of others. Originality is always appreciated. One studies and evolves from his previous personality. Copying of voice and gestures looks very artificial. Communication has some set standard rules which needs to be followed and adopted. The process of adoption may take time but it's the only way to stand out from the crowd. In this global market one should not risk by leaving any trait of personality.

II. CONCLUSION

Communication is not just about the content, it's about a whole personality how he expresses. Every single detail of a personality is observed. It's an amalgamation of various factors and each factor holds it's importance. Communication is an art which requires every skill to be polished. A magnetic personality is always appreciated by the society. A strong personality has a hold and trust of the people. Expressions are still not considered as a prime factor of communication but holds the power to create and build the trust and relations. In this world of competition trust is the emotion which has lost it's value. So, communication is the only way through which one can gain or lose the confidence of the people through their chosen words, sentence, gestures and body language.

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