BARRIERS IN COMMUNICATION

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Based on the YouTube Video I’ve watched, I’ve learned the different types of Barriers in Communication namely physical barrier, attitude, language, physiological barrier, problems with structured design, cultural noise, lack of common experience, ambiguity & overuse of abstractions, information overload and lastly jumping to conclusions and its effect to the workplace.

In Basic Communication Elements. It was discussed the reasons why is an effective communication process is needed in the business environment. It states the different elements of communication. The flow of communication from higher-ups to the subordinate such as downward communication, upward communication, diagonal communication, and lateral communication.

I’ve also learned when is communication considered to be successful. The leaders are the core guide in making an effective communication with their subordinates. Because whenever successful communication exist they can help the accuracy of the data needed, reduces the potential error, improves productivity and increases the morale of their assistants. Leaders must be able to lead others by demonstrating effective communication to avoid the rally worker behind them. They should build an alliance for a better employee relation that would help in breaking down the barrier. A good leader will also help in gaining the productivity of the company. They are in charge of devising the key strategies in a multinational workforce. They should not be biased with different generations to avoid disagreements with their subordinates. Having said those point it is a requisite for a well-functioning workplace.
The topic also states the characteristics of an entrepreneur, a CEO, or a freelancer. They should focus on improving your communication skills. Listen closely to their customers and employees and show interest in what they have to say. Pay attention to their words as well as to their body language and gestures. Keep your language simple and free from jargon. Encourage their employees to collaborate and exchange information. Organize events that would help improve internal communications, such as workshops, innovation contests, and employee appreciation parties. Lastly, provide channels for feedback and give their team members a chance to share their ideas.

Moreover, we had a saying what you reap is what you sow. Possessing those traits would also help them as an individual in pursuing their careers and successful life.

On the second topic which is the forms of communication. It explains the important characteristics of effective communication it should have clarity, aim or goal, linkage, and style of expression for the receiver to understand it. It also cites the purposes of communication that we communicate to inform and to persuade. The levels of communication which are interpersonal, organizational, intrapersonal, extra personal, and mass communication. It also reiterates the barriers and its remedies that already tackled at YouTube video. And what are the different media forms which are verbal, non-verbal, written, and visualization? It also identifies the crisis that it is any situation that threatens the operations of an organization, negatively impacts the reputation of an organization, and also affects the lives of beneficiaries, employees, or other stakeholders that would cause a natural or man-made disaster.

Overall, those topics will help us as a leader and as well as subordinates in communicating and having a harmonious relationship with each other that would greatly help their organization. And how to cope up with those barriers to avoid misunderstanding. Personally, this would also help me in my current job and my private life on how will react in each unlikely situation.
References: