



# Western Engineering

## **EFFECTIVE COMMUNICATION**

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The act or process of using words, sounds, signs, or behaviors to express or exchange information or to express your ideas, thoughts, feelings, etc., to someone else.

## **COMMUNICATION**

<https://www.youtube.com/watch?v=8LDKkumGsM4>

<https://www.youtube.com/watch?v=nhe0KSGoUgc>

## **WHAT IS *EFFECTIVE* COMMUNICATION?**

## Effective Communication

- Is not just exchanging information
- It's about understanding the emotion behind the information.
- Essential for teamwork, decision-making, and problem solving, and prevent motivation losses.
- It combines a set of skills including nonverbal communication, active listening, stress management, and the capacity to recognize and understand your own emotions and those of the person you're communicating with

<https://www.youtube.com/watch?v=FwEltOeW9aY>

## **WHAT IS ACTIVE LISTENING?**

## General Steps for Active Listening

- Pay Attention
- SHOW that you're listening
- Provide Feedback
- Defer Judgement
- Respond Appropriately

**BE POSITIVELY CONFIDENT**

Academic & Professional Communication Series

Advanced Teaching Program

Certificate for International Graduate Students

Certificate in University Teaching and Learning

Graduate Studies 9500

Teaching Assistant Training Program

Teaching Assistant Training Program

Great Ideas for Teaching

Thank you!

Future Prof Workshops

TA Cafe

**QUESTIONS?**

Teaching Mentor Program



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