

PERSONALITY AND COMMUNICATION SKILLS

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ABSTRACT

Your bright smile is the first thing that connects people to you. The platform can be prepared with a calm smile. of a more appealing personality that exudes individuality and attraction. Your word choice, how you communicate with others, your personality is reflected in your physical movement and ability to handle difficult situations. My current research for this paper concerns the improvement of communication skills as a means of personality development. The author also tries to emphasize how well communication works. Skills in communication as well as a variety of techniques for enhancing our personalities and personality development simultaneously. A good our personalities aid in the development of harmonious families, societies, nations, and the entire world. A good person who knows how to keep their social, Economic; religious, and political diversity can make a person smile and move on from difficult circumstances, establishing their identity. Vivacious personality the key to successful outcomes is effective communication. Effective communication skills must be taught to technical professionals. A step-by-step approach to the field of effective human communication is presented in this paper. Human perception and communication processes have been better understood thanks to research. These insights have resulted in the creation of procedures and tools that significantly boost the effectiveness of that communication. There are seven stages to the communication process. These actions enable the speaker to communicate with and influence a wide range of people when taken in the right order. The IEEE's 7-Step Effective Communication Process can be used by engineers and technical professionals to improve their communication skills. They will come across as more adept at influencing, leading, and communicating ideas and concepts to coworkers and others if they do this.

The speaker is able to comprehend the communication structure that would be most beneficial to the listener through the use of the 7-Step Effective Communication Process. The speaker builds rapport with the listener and begins to comprehend their paradigms after this is established. The speaker can then send the desired message and determine whether it was received as intended once the listener's paradigms are understood. This quick procedure can be carried out from a platform presentation, during an important meeting, or during a casual conversation. It can be done one-on-one or in a large group.

Keywords- communication, skills, personality, perception

INTRODUCTION

We must send, receive, and process a large number of messages each day in the information age. However, effective communication involves more than simply exchanging information; it also involves comprehending the emotion that lies behind the information. By strengthening your connections to other people and enhancing teamwork, decision-making, and problem-solving, effective communication can improve relationships at home, at work, and in social settings. It enables you to communicate even negative or difficult messages without creating conflict or destroying trust. Nonverbal communication, attentive listening, the capacity to manage stress in the present, and the capacity to recognize and comprehend both one's own emotions and those of the other person are all components of effective communication. Although it is a learned skill, spontaneous communication is more effective than formulaic communication. For instance, a speech that is read rarely has the same impact as one that is given (or appears to be given) spontaneously. Naturally, developing these abilities and becoming an effective communicator takes time and effort. Your ability to communicate will become more natural and spontaneous with practice and effort.

Character refers to a person's characteristics, fashion, behavior, and mentality. disposition, his unique approach to comprehending things, and experiencing the world Factors that are genetic, family history, and numerous Cultures, environments, and current events all have a significant impact on one's character. Your behavior with other people has an impact on personality. A person with a straightforward personality is valued and respected by everyone. The ability to communicate effectively is critical in improving one's character. People are able to communicate more clearly. They communicate in the most convincing manner. Your suggestions, feelings and knowledge's are to be

passed on in the most attractive way, so that successful interpersonal skills can be developed. A human should speak clearly in order to distinguish themselves. Remember,

If you don't know how to, no one will take you seriously. Presenting yourself in the clearest and most convincing manner. Great interpersonal skills do not come naturally to everyone; they achieve the same with practice and time. People who have In general, exceptional interpersonal skills have superior and superior characteristics to those lacking the abilities related to interpersonal communication. Individuals with active communication skills can simply interact with other people around them, such as their coworkers, peers, family, and so forth. Effective communication skills strengthen the relation among individuals; additionally it helps to improve the relational associations with others.

Enhancing your communication abilities

Convey a sense of enthusiasm when engaging in conversation with them.

They want to believe that talking to them is more important to you than anything else. You make them feel better about themselves when you give the impression that you are excited to talk to them and care about them. As a result, they will have a better chance of truly opening up to you.

Inquire with open-ended questions regarding their interests.

You can learn a lot about them by asking them questions that get them to talk about their interests and life in a way that reveals what they want and need. They will feel a strong sense of connection to you if you assist them in developing a fresh, optimistic perspective on their circumstance.

Adjust to their nonverbal cues and emotions

Pay close attention to how they communicate nonverbally. Pay attention to their posture and body language as well as their inflection and word choice. Now, match what you've seen with your words, body language, and voice tone. They will develop a strong subconscious connection to you as a result of this.

Express your approval: Share with them the qualities you appreciate and the reasons behind your admiration.

Being honest and explaining precisely why you admire or like someone is one of the best ways to instantly connect with them. Insinuate with a few indirect statements if being too direct is inappropriate. Because everyone responds favorably to approval, either strategy can be just as effective.

Pay close attention to all that they express.

While they are talking, try not to think too much about what you will say next. Instead, pay attention to each and every word they say and respond as effectively and pertinently as you can. This demonstrates to others that you are fully present and engaged with them as well as interested in what they have to say. Also, whenever you don't understand something they say, make sure to ask questions. This will assist in resolving any potentially awkward communication gaps.

Provide an appropriate level of eye contact.

Making eye contact demonstrates to the other person that you are trustworthy as well as interested in what they have to say. They will also assume that you are self-assured because you are willing to confront them directly, provided that you do so in moderation. People will naturally want to pay more attention to what you have to say and you as a result.

Disclose as much information about yourself as you can.

Being as transparent as you can is one of the best ways to gain someone else's trust. Describe amusing occurrences from your everyday life or interesting events from your life. Be careful not to mention anything that is too far removed from their values and interests as you go about this. Genuine openness is the best way to build trust.

Foster a sense of unity and collaboration

To instantly bond, use phrases like "we, us, we're, our, and ourselves." When you use those words, you give the impression that everyone on your team is working toward the same objective or concern. While everyone else seems to lack your unique insight and comprehension, this brings you into their circle.

Offer them your most genuine smile.

When you smile at other people, you show that you like them and are happy to be around them. They will subconsciously want to smile back at you if you smile at them, which will instantly establish rapport between you. Simply ensure that your smile is genuine; if it isn't, they will notice.

Provide constructive recommendations.

Recommend restaurants, places, movies, helpful people they'd like to meet, books they've read, career options, and anything else you can think of. Tell the other person what made those people, places, and things so great, and how they might appeal to you. When they need to decide what to do next, they will look to you as their "go-to" person if you offer them enough interesting ideas.

Provide them with support and motivation

Any support you can provide will be greatly appreciated by the person you are dealing with, especially if they are younger or in a more difficult situation than you are. They will appreciate your input if you assist them in gaining self-assurance. This helps the relationship become more even. They will feel good about connecting with you if you can persuade them that they can overcome their challenges and limitations.

Exhibit a marginally elevated energy level compared to the other individual

Most of the time, people prefer to be around people who lift them up rather than bring them down. They will feel more energized and optimistic when they are around you if you convey a slightly higher energy level through your voice and body language. Be energetic enough to make people feel energized after speaking with you, but not to the point where it repels them.

Articulate their name in a manner that is harmonious to their hearing

One of a person's most emotionally charged words is their name. However, how you say it matters more than how often you say it. If you pronounce their name correctly, it can actually direct a lot of positive energy to their nervous system. If their name makes them feel good when you say it, they will subconsciously feel a connection to you without knowing why.

Propose to advance the relationship to a deeper level

Offer to eat with them, talk with them over a cup of coffee, take them to a sports game, have a few beers with them, etc., to strengthen your friendship. Even if no one takes you up on your offers, they will be touched that you care enough about them to want to grow your friendship with them. They will kind of look up to you because you have the courage to take control of your life and make friends instead of waiting for them to come to you by chance.

STRATEGIES FOR EFFECTIVE COMMUNICATION

Establishing eye contact is a nonverbal signal that varies across cultures; in certain societies, direct eye contact may be perceived as disrespectful.

Adopt mindful body language: position yourself slightly forward while maintaining a relaxed and comfortable posture.

Pay attention to your gestures.

Remain focused on the subject.

Be genuine; embrace your true self.

Exhibit cultural awareness.

Concentrate on the individual you are engaging with

Ascertain the existing knowledge of the other individual, and subsequently address any gaps in their understanding.

Express acknowledgment through a smile or a nod.

Avoid dominating the discussion.

Build a connection

Ensure privacy arrangements are in place.

Establish an environment devoid of distractions and interruptions

Exude warmth and enthusiasm

Demonstrate engagement

Appear vibrant and attentive.

Pose questions that encourage expansive responses

Engage in active listening.

An Overview of Personality and Its Development

"Personality is the dynamic organization that exists within each of those individuals. systems of the mind and body that determine how he adapts to environment". 1948 (Allport) Every individual has a distinctive style of acting, reacting to feelings, seeing things and looking at the world. No two individuals are similar. You might, for instance, enjoy going out for parties, but your friend might rather read at home instead. his or her preferred book. For a person to think in the same way is very surprising. in your own way. The role of personality begins here. on□dently Speaking greatly aids in maintaining equilibrium with an impressive and a wonderful persona.

Keep a calm demeanor throughout the relating to other people. It is pointless to be anxious unless and until you yourself are not sure of what you are speaking and interacting with a group. Make eye contact with the other person, but don't Maintain your concentration while interacting with another person and look around. Your target market Personality is the sum of all the memories of entire episodes and occurrences throughout a person's life. Family, ecological factors circumstances, financial circumstances, inherited factors, background, and An individual's personality is also influenced by their circumstances. Personality also affects how we think, what we believe, and what our life's values are. expectations, in addition to our daily habits.

CONCLUSION

Effective communication can improve relationships at home, work, and in social situations by deepening your connections to others and improving teamwork, decision-making, and problem solving. It enables you to communicate even negative or difficult messages without creating conflict or destroying trust. Nonverbal communication, attentive listening, the capacity to manage stress in the present, and the capacity to recognize and comprehend both one's own emotions and those of the other person are all components of effective communication. Research has provided insight into the processes of human perception and communication. These insights have resulted in the creation of procedures and tools that significantly boost the effectiveness of that communication.

As a result, we are able to draw the conclusion that improved personality and a dynamic personality makes communicates effectively. Both of these factors are inextricably linked to one another. These factors prepare us to be a more charismatic and social person skills. Communication can assist us in comprehending any difficult

conditions and any kind of individual. constructing our own personality helps us to gain our acceptance and attain a better position in the life. We are able to lead a stress-free and victorious life thanks to these two factors.

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