



# SEMINAR OBJECTIVES



TO DEFINE AND INTRODUCE THE CONSTANTLY EVOLVING FIELD OF HUMAN COMMUNICATION



TO HIGHLIGHT ESSENTIAL COMMUNICATION SKILLS FOR BUILDING **RELATIONSHIPS** 

TO PRACTICE MANAGING INTERNAL AND EXTERNAL COMMUNICATION BARRIERS USING ROLE PLAYS







### TO BUILD SELF CONFIDENCE LEADING TO ASSERTIVE COMMUNICATION,

### BENEFITS OF SE AND SEMINAR PRE-QUESTIONNAIRE



## I. DEFINITION AND KEY COMPONENTS OF EFFECTIVE COMMUNICATION

 PROCESS OF EXCHANGING IDEAS, THOUGHTS, OPINIONS, KNOWLEDGE,
[ A. ] AND DATA SO MESSAGE IS RECEIVED AND UNDERSTOOD WITH CLARITY AND PURPOSE.

[ ] I.] EFFICIENT COMMUNICATION: ABILITY TO DELIVER A CLEAR, CONCISE MESSAGE IN SHORT AMOUNT OF TIME

[ 2.] AFFECTIVE COMMUNICATION: EXCHANGE OF THOUGHTS, FEELINGS, OPINIONS WHICH HAVE POTENTIAL TO AROUSE EMOTION IN BOTH SENDER AND RECEIVER.



## II. CURRENT RESEARCH INTO KEY COMMUNICATION CONCEPTS FOR RE-ENTRY INDIVIDUALS

- **RECOMMENDED CONTINUING EDUCATION FOR THOSE WITH** [ A. ] **RE-ENTRY INDIVIDUALS** 
  - **ACTIVE LISTENING:** ACKNOWLEDGING OTHERS' PERSPECTIVES, [ ] I. ] SHOW EMPATHY
  - [ 7 2.] ASSERTIVENESS: EXPRESS YOUR NEEDS/OPINIONS WITHOUT AGGRESSION
  - [ 73.] MANAGE CONFLICT
  - [ 4. ] PROFESSIONALISM
  - **BUILD RAPPORT**



## II. KEY CONCEPTS CONTINUED

- [ (6.] ISSUE FOCUS: NOT ON PERSON
- [<sup>9</sup><sub>7</sub>.] NEGOTIATE/COLLABORATE
- [ 78.] PUBLIC SPEAKING
- [ 39. ] WRITTEN COMMUNICATION





### FACTORS THAT MAY CONTRIBUTE TO COMMUNICATION **B**. DIFFICULTIES FOR FORMERLY INCARCERATED PEOPLE.

- [ **T.**] **PRISON ENVIRONMENT:** COMMUNICATION STYLE/CULTURE
- [ 7 2.] LIMITED SOCIAL INTERACTION OUTSIDE
- [ 73.] MENTAL HEALTH AND ADDICTION CONDITIONS
- [ 4.] ISOLATION INSIDE PRISON





- [ 5.] LACK OF: EDUCATION OR TRAINING IN COMMUNICATION SKILLS
- [<sup>9</sup>6.] LIMITED EXPOSURE: TO DIVERSE LANGUAGES, CULTURAL NORMS
- [7,] **EXPOSURE:** TO VIOLENCE, STRESSORS THAT REDUCE COMMUNICATION FOCUS
- 8. ] SPEECH ANXIETY: FEAR OF REJECTION OR EMBARRASSMENT [





## III. ROLE PLAY WITH SEMINAR PARTICIPANT & INSTRUCTOR

LISTEN, OBSERVE, AND RATE COMMUNICATION PROCESS.

MAKE RECOMMENDATIONS FOR IMPROVEMENTS, IF INDICATED.

## IV. OUR JOURNEY: EMBRACE AND PRACTICE THE SEVEN "C'S" INTO YOUR TOOLBOX

### CONFIDENCE

### CONCRETENESS

# ESSENTIALS OF EFFECTIVE & EFFICIENT COMMUNICATION



### CORRECTNESS



### COHERANCE

### CONCISENESS

**COURTESY** 

# SUMMARY AND DISCUSSION









### **CONTENT OF SEMINAR 2, JANUARY 15TH**