

MAINTAINING SOUND COMMUNICATION

by:

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Have you ever experienced someone suddenly acting differently towards you? Making you question yourself, “Have I done something wrong?” And when you ask what’s the matter, you’ll just get a shrug as an answer. This kind of situation will surely make you upset or make you feel guilty when you’re not even supposed to be.

This is why sound communication within an organization is highly significant in order to reduce such misunderstandings. Good communication is surely vital for everyone’s peace and productivity at work. Having a nice personality has become more prioritized in job qualifications than someone’s skills, since learning a specific skill might be easier than learning to be a truly kindhearted and respectful person. So, how can we really maintain sound communication within an organization?

First, you must know how to listen carefully to the message that’s being communicated to you. Don’t be too immersed in your emotions when mad, and learn to think first before you speak or act. Learn how to express yourself well when you don’t like or agree with something to be able to talk about it more and come up with a better solution together.

Communicating isn’t just done through words alone but can be done non-verbally too. This is why you must be cautious with your body language and tone, as these can greatly affect the flow of your conversations.

Your messages must be conveyed concisely and clearly to avoid misinterpretations. Refrain from doing “pass the message” since it can easily change the information you intended to send. Directly talk to the person with whom you have a concern or problem.

Once misunderstandings start, it is better to clear things out as fast as you can before making it worse. Avoid adding fire to the fuel, and do your best to communicate well with the other person.

Having a harmonious relationship with your colleagues will make you feel more safe and connected to everyone. And maintaining sound communication within the organization is one of the keys to making this happen.

References:

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