

Personal Communication Concerns

Purpose: To review individual communication concerns and problems.

Instructions: Following is a list of 15 problems many individuals have as they try to communicate effectively. Read the list and rank your top five individual concerns from 1 to 5, with 1 being your top choice.

- ___ A. I often speak before I really think.
- ___ B. I usually speak rather than really listen to others.
- ___ C. I feel that I am shy.
- ___ D. I let others do most of the talking.
- ___ E. I would rather communicate in writing rather than speaking face-to-face.
- ___ F. People tell me that I speak too fast.
- ___ G. I often misunderstand what people say to me.
- ___ H. People often misinterpret what I say.
- ___ I. When talking, I gesture more than others.
- ___ J. I often interrupt others while they are talking.
- ___ K. I feel uncomfortable looking into someone's eyes when talking.
- ___ L. When meeting others, I tend to get very nervous.
- ___ M. I have trouble when speaking to people in authority positions.
- ___ N. I feel that others lose interest in what I am saying.
- ___ O. I often find myself playing games with others instead of expressing how I really feel.

Discussion

1. List your top 5 communication concerns and share them with a small group of 4 or 5 classmates.
2. What steps can you take to begin working on these concerns?
3. What suggestions can the group give you for working on your personal concerns?