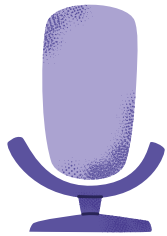


Improving Spoken Communication

Conciseness

Stay direct and to the point by avoiding flowery language or repetitiveness that might confuse your audience!



Clarity

To ensure clear speech, make sure to do so slowly, at a safe volume, and making sure to articulate each word. Shouting or exaggerating mouth movements may distort your speech.

Tone

Tone includes volume, intonation, projection, and word choice. Being mindful of these things allow you to clearly communicate your message to your audience without misconceptions due to misconstrued connotation!



Environment

Be aware of where you are! If there is a lot of background noise or other commotion where you are, make sure to take this into account. You may need to increase your volume or stand closer to your audience.

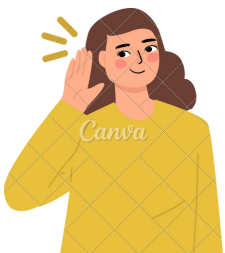
Positioning

When speaking to someone, ensure that you are at a comfortable distance that matches the volume of your speech. Face them directly to ensure they receive your message



Listening

Communication always involves 2 or more people! Which means to effectively communicate you will also need to actively listen! Do this by giving the speaker your attention, avoid interrupting with your own thoughts, and using open body language to show you are engaged.



Nonverbal Cues

Facial expressions, gestures, and body language say a lot! Be conscious of these and make an effort for them to match your spoken language



Resources:



"8 Ways To Improve Communication"



"Tips When Speaking with Someone with Hearing Loss"



"Communicating with People with Hearing Loss"



"Tips For Communicating with People who are Hard of Hearing"



"Communicating With Deaf People"



"Communicating With Deaf Individuals"



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