

# [Importances of effective communication](https://assignbuster.com/importances-of-effective-communication/)

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pTHE IMPORTANCE OF EFFECTIVE COMMINUCATION DEFINATION:- 1) Communication is a Process by which some thoughts, fleeings & ideas (i. e. information) are Conveyed by One Individual to another Individual or by One Individual to a Group or by One group to another group In such a manner that there is Reception, Understanding, and Feedback. - Petter Little 2) “ Human Communication is sending Meaningful Messages from one Person to Another" - Denis Mc Quail Introduction to Communication:- Communication is an essential part of Human Interaction. The benefits of effective communication are many and obvious as they enhance all aspects of our personal and professional lives. Ineffective or misunderstood communications in our personal lives may give rise to problems. IMP OF COMMUNICATION IN OUR TO DAY PERSONAL/SOCIAL LIFE:- A) Communication is a personal Asset. B) It is very usefull and essential in every walk of life. C) In spite of computers and other modern machine of communication. The ability to communicate effectively is a valueable skill. If we use communication properly. D) It will be a blessing. E) Communication will make our life happy and meaningful. However, if we don’t use communication carefully then A) It will become a curse, and B) Make our life Miserable. IMPORTANT TERMS USED IN THE PROCESS OF COMMUNICATION:- Although used in a slightly different context, a phrase from some British propaganda during WWII neatly sums up the dangers of ineffective communications: ‘ Careless talk costs lives’. That may be over-dramatic in most cases where communications between seafarers or between ship and shore go awry but it does illustrate the importance of effective communications and the real dangers if they go badly wrong. A) There are 2 stages and 5 factors of communication. B) Communication Cycle, C) Communication Situation, and D) Communication Gap. Stages are of types i. e. Sender and Receiver. The Factors for Sender are proper channel, Message & Encoding. And The Factors for Receiver are Decoding & Feedback. Conclusion Effective communications are an essential ingredient to safe and efficient ship operations. Communication can be achieved in many ways but the prime method for operational communications is through speech.