

# Business communication reflective journal assignment

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This prevents arguments, because it avoids all that “ you should have known how I felt” sort of mind- reading arguments. If we can explain our thoughts and feelings, then we won’t misunderstand each other. Well, my expectation was fulfilled after embarking on the assignment. For example, I have to communicate with the boss and staffs during our interview period. Having a good communication skill will benefit us to get more relevant information for our assignment purpose. Now a good communication skill with anyone is gain for me.

On the other hand, there is everything when well. My group is cooperative and the interviewer is also a kindly person. He is willing for taking his time to Interview with us even though he is busying at lunch time. Apart from that, I would do differently is that to be well-prepared before the interview so that we could not only save our time but also save the Interviewer’s precious time. Another thing is that for now, I have already acquired an Interview skill, I would want to ask question more professionally rather than panicking at first like before.

I panic at first during the Interview but after a while, everything seems comfortable. In conclusion, there are two skills, which including communication skill and Interview skill that I have learn from the process. Having an effective communication skill and Interview skill will also benefit my future career. Effective communication enhances customers’ relation, which are crucial to a company’s success. If I effectively communicate with customers and answer their questions clearly, It can raise the customer’s confidence In the company.

Besides that, an Interview skill is critical when I am entering a company. It is because a Job Interview is a course of action in which a potential staff is evaluated by the employer for future employment. Furthermore, I have a cooperative group in this module. We coordinate well with each other until we have completed the business report. (423 words) Business Communication Reflective Journal By nonsmoking assignment purpose. Now a good communication skill with anyone is gain for me. Interviewer is also a kindly person.

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