

Communication True or False

Indicate whether each statement is true or false by selecting the appropriate letter.

1. Another aspect of effective communication is to think carefully about feelings involved, both your own and the other person's.
 - a. True
 - b. False
2. Written communication can take a variety of forms from a formal business letter to giving a speech.
 - a. True
 - b. False
3. Verbal Communication is 38 percent of what others understand when you communicate.
 - a. True
 - b. False
4. Verbal and nonverbal actions typically do not match to send the same message.
 - a. True
 - b. False
5. Good use of body language includes choosing a friendly tone and pitch when speaking with a guest.
 - a. True
 - b. False