



COMMUNICATION



Name: _____ Grade 9

Health and Family Life

Communication is the exchange of information, ideas, feelings and thoughts. Communication is sending and receiving information or the transmission of information and meaning from one party to another through using shared symbols. There are Three Elements that are necessary for Communication to take place. The message must be understandable for communication to take place. The message sender must be able to decode the message and give some feedback. Communication can be described as EFFECTIVE or INEFFECTIVE. Effective communication means that the message is fully understood. Ineffective communication means that communication is not clear and may be impeded or hindered by one or more barriers.

Instructions: Write the TRUE or FALSE in the box.

1. _____ Communication only needs a speaker.
2. _____ Communication can be effective or ineffective.
3. _____ Actively listening can be a barrier to communication.
4. _____ Focusing on someone personality can be a barrier to communication.
5. _____ Listening and then responding allows communication to flow more smoothly.

