

NAME :- SALAH-UD-DIN

ID :- 14494

PAPER :- Communication skills for medical

MODULE :- 4th

TEACHER :- Sir Saeed

EXAM DATE :- 17/04/2020

EXAM :- MIDTERM

Signature
S. Salah

11)

{ ANSWER NO # 01 }

ANS = 01 (A) BECOME A BETTER COMMUNICATOR
with PROPER Breathing:-

Yes, we can become a better communicator with proper breathing. because during speech delivering breathing is a essential things with proper breathing we can easily convey our message and information in front of anyone else, more stamina and more breathing control make more confident and someone can easily cover a large number of audience. Many people are ~~not~~ not capable to convey a good speech, presentation and other form of communication due to less energy and breathing control. I have experienced that alot of people are not a good communicator That's why they can't survive their speeches. The reason behind this

that they have lack of breathing control and some are affected by glossophobia which means Fears in public speaking. It can be fixed by practicing breathing control exercises. on the other hand proper breathing enhance communication skills. It can overcome breathing and communication barriers. Having a good breathing we can convey good speech without any hesitation and can motivate the audience to take interest in a topic. Become a good communicator we must have a best communication skills also and posture etc. Body language also play a important role in this area. Breathing work like a fuel it supports the sound and help to protect your voice from harm. When you breath deeply from the belly and exhale slowly you can feel relax and make your voice clear.

(3)

In communication breathing play a role like a friend which make communication more effective. Good breathing helps to your brain and support clear thinking. It is a path to overcome public speaking and managing breathing control help you to accomplish speaker goals. While in public speaking to breath properly you need to smoothly use your breathing mechanism. If you rise your shoulder each time you inhale and exhale slowly it leaves a good impact on body parts by which you can get more help to communicate with others. Diaphragm your diaphragm helps initiate maximum lung expansion by using this exercise ^{we} ~~you~~ can _{we} also increase our breathing level. Similarly breathing control can't disrupt you and you can fulfill in a decent way of communication.

Ans-1(B) IMPROVEMENT OF BREATH CONTROL:-

Breathing ~~Breath~~ Control is very important for delivering speech and a class lecture or somewhere in other place. Breath control affects your speaking level. Breathing control exercises can also help to calm our nerves system of body. Many of people feel nerves before going to deliver a speech and lecture. This is because of no proper breathing control. That's why people are failed to deliver a good speech. So practicing skills of breathing control techniques can vastly improve speaking ability. Without proper training of breathing we cannot participate and eligible to survive more when delivering speech and a lecture. Because breathing can matter a lot. Before going to deliver

A good speech we should control our breathing problems. Taking breathing deeply and completely filling your lungs can help you to relax and feel more ~~confi~~ confident. There are many breathing control exercises which will help us to improve breathing control.

- 1) Place your hands on your stomach. Practice taking a breath from your diaphragm. Once your lungs and diaphragm fill up with air and then expand stomach and exhale easily.
- 2) Breathe out slowly can also help you control breath and train diaphragm. This will also help you to take breath inside for a long time and can be used when you need as well.
- 3) Drinking more water it is a important for your health whether you running and talking. The more you use your body part such as lungs, larynx and vocal cords will need you more water and ~~hydrated~~ hydration.

Q. 16)

{ ANSWER NO # 02 }

ANS:- 2) POSTURE:-

= = = = =

The position in which someone holds their body when standing or sitting.
OR "A particular approach or attitude"

=> EXPLANATION:-

= = = = =

IN Communication posture

Play a vital role to convey information.

Communication is 7% verbal and 93% non-verbal. Non-verbal components make 55%.

Body language and 38% of tone of voice.

Our body is response our thoughts and

many body posture we take to use day to

day in a communication. and every

posture has a different meaning. without

body posture communication cannot be

Completed. Body posture is important and conveys message and different body organs have behave differently and each have distinct impact during communication. It shows interpersonal relationship and personality characteristic such as confidence, shyness, ignorance and happiness etc. which is belonging to a person personality. Body posture play a good role to get attention of someone during communication. It is a huge aspect of non-verbal communication and without body posture ^{→ communication} cannot be entertained or may be stuck somewhere which show incompetency in a communication. Posture can also reflects emotions, attitudes and intentions.

Posture can be analyzed both verbal and non-verbal communication. Posture is highly important to have proper body movement. Some time good posture of body can break communication barrier and help us to maintain a healthy communication. By posture people are carry a lot of us. How you walk, sit, stand and hold your head and other part of body it can also indicate your current mood and your personality traits also.

⇒ EXAMPLE:-

"Walking with your hand down and avoiding eye contact with other may indicate shyness." There is a lot of other examples by which we can easily find out the person personality.

(9) {ANSWER NO#03}

ANS#03? EYE CONTACT IS IMPORTANT TO
IMPROVE HUMAN RELATION:-

Eye contact play a vital role in a communication. It show a sign of respect and notes that a person is paying attention to the conversation. Through our eye contact we reveal and interpret emotion. It seems awkward during communication with someone to not maintain a good eye contact and show also irresponsible. Eye contact is important to improve human Relation through eye contact we can make our message clear and concise and convey easily. By eye contact we can grab audience attention and enhance our non-verbal communication because human are convey information through body language

And each body language element has own
 role to share and convey information. In
 our Society there two aspects of eye contact
 and may be in ~~all~~ all ~~of~~ ^{of} have same
 way of aspects which is positive and
 negative means of communication. There
 are many examples in this context. i.e show
 happiness staring on someone and so on. When
 we meet with someone the first thing ~~which~~ ^{is is}
 eye contact and best communicated are handle
 eye contact with situation and it is a
 big trick to handle something on a tight
 time. Eye contact should be expressive which
 mean to involve in conversation. Eye contact
 build body to body conversation it show
 that conversation are continue and no
 huddles are facing in a conversation and
 draw a better impact on a environment.
 Eye contact should not be too tight and
 too loose keep eye contact normally.

bring a positive and ^{soft} image on a audience. To keep audience engage in a topic eye contact play a brige role in it. There are some common eye contact ^{mistakes} which people made during a conversation. Some are under below.

- 1) To focus more on someone eye which create abnormal situation.
- 2) Do not make ~~natural~~ a natural way of communication which feel the audience bore ~~we~~ we must kill the boredom of audience by making a good eye contact.
- 3) Don't take a quick attention and best impression of a audience.

While talking about the culture perspective every culture have own sets and norms of living but eye contact exist in every culture in Pakistan many population are less aware about the importance of

eye contact we need to conduct ~~from~~ Seminars to educate people to overcome eye contact and build a better society. Indeed human relation can improve by eye contact. Through it we can improve our communication skills, make environment peace and relax. Although eye contact is a key which shows human personality without saying any words because there are different approaches of body language but if we use eye contact in a decent way we can overcome communication barriers and enhance personality characteristics due to this small part of body language. In all situations of these circumstances regarding the topic, so eye contact is a reflection of a human relation and diffidently can improve human relation by eye contact.