

# English Language

Unit: 1.3

## Non-Verbal Communication

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# NON VERBAL COMMUNICATION

- **What is Non Verbal Communication?**
- **Element of Non Verbal Communication.**
- **Role of Non Verbal Communication.**
- **Importance Non Verbal Communication.**
- **Types of Non Verbal Communication.**

## What is Non Verbal Communication?

- Non Verbal Communication is the transmission of message through a nonverbal platform such as,
  - ✓ Eye contact, facial expression, gesture, posture and the distance between individuals.
  - ✓ Non verbal communication doesn't use spoken words.
  - ✓ Non verbal communication doesn't exist in form of words
  - ✓ Non verbal communication include facial expression, body language and eye capturing
  - ✓ Non verbal communication gives intimacy with physical distance.

# Element of Non Verbal Communication

Non verbal communication consist of many element. Mainly there are three element on which Non Verbal Communication.

They are given as under.

1. Body Language.
2. Eye Contact.
3. Tone of Voice.

## Role of Non verbal communication

- Reinforcement
- Substitution
- Contradiction
- Accentuation
- Regulation

## Importance of Non Verbal Communication

- Non verbal communication focus on look, reaction and movement of person.
- Non verbal communication takes care of being truthfulness.
- It gives clarity of vision of person.
- Non verbal communication establish rapport and capture the purpose.
- It develops trust through vision.
- Non verbal communication reduce tention, mistrust and confusion.

# Types of Non verbal communication

Usually we face behavior and response of decoder in verbal form. But verbal form can not be part of complete speech without specific gesture-posture.

Mainly there are seven types of non verbal communication.

- (1) Facial Expression
- (2) Body Movement
- (3) Gestures
- (4) Eye Contact
- (5) Touch
- (6) Space
- (7) Speechless Voice

# Discussion of types of non verbal communication

## (1) Facial Expression:

- Extremely important features.
- Face is an index of mind.
- Light happiness, sadness and fear.
- Show anger, disgust.



## (2) Body Movement (Posture):

- Body movement focus on posture
- It light on the way they sit and stand
- It focus on the walk and hold the object
- It include subtle movement and bearing
- It focus on the use of sentence

## (3) Gesture:

- It moves daily lives.
- It can be seen in arguing and speaking
- It shows readiness and indicate ok
- Gesture is for selection and rejection
- Gesture gives permission
- It can be read in behavior

## (4) Eye Contact:

Eye contact is roots of conversation either verbal or non verbal. Even eye can state your views without words. Eye deserve special place in communication.

- Focus on the look of people.
- Light on material and object.
- Shows our response and reactions.
- Show our interest and affection towards listener.
- Say about our attraction and hostility.

## (5) Touch:

Touch is base of the acceptance and rejection of affection and emotions of encoder or decoder in the process of communication. It may be verbal or non verbal communication, but effect of touch may gives stand to wordless language.

Communication through the great deal of touch can be seen in following way,

- While handshake
- While hug warmly
- While patronizing pet on head
- While controlling grip on the arm.

## (6) Space:

In the process of communication space stands in special way. It has many things to indicate like,

- It through torch on culture of people.
- It indicate physical observation.
- Situation and suitability can be judge by space.
- Space include signals.
- Space can show affection and intimacy.

## (7) Speechless Voice:

Word “speechless voice” gives its meaning and effect. It means voice but in the absence of words and verb. It can be seen in following position,

For example:

- 1 – ‘Uhhuh’ : It expose our feelings.
- 2 - ‘ahh’ : It light on our emotions.

Speechless voice gives chance to give silent speech to our feelings and emotions.