**Czarina Jean S. Briones**

IV-7 BSEVE

REPORTER#:

Topic: Verbal or Non Verbal

**Objectives:**

At the end of the discussion,

the students are expected to:

1. Identify the different non verbal and  
    verbal ways of communication,
2. Ingrained the importance of verbal   
   and non verbal communication,
3. Develop value of awareness in the   
   various actions and ways of   
   communicating.

**Materials:**

* Card/Paper with words

**References:**

* Calero, Henry H.,The Power of Non Verbal Communication. Published by Silver Lake Publishing.

# By A.C. Krizan, Patricia Merrier, Joyce P. Logan, Karen Schneiter Williams, Business Communication,Thomson learning incorporation.

* Non-verbal communication for Educators

<http://www.creducation.org/resources/nonverbal_communication/what_is_nonverbal_communication.html>

* Non-Verbal Communication Modes

<http://www.andrews.edu/~tidwell/bsad560/NonVerbal.html>



* Verbal Communication

<http://www.academia.edu/1748036/Verbal_Communication>

**Activity:**

“We Have to Move now”

1. Cut several strips of paper.  
2. On each strip of paper, write down a mood or a disposition like guilty, happy, suspicious, paranoid, insulted, or insecure.  
3. Fold the strips of paper and put them into a bowl. They will be prompts.  
4. Have each student take a prompt from the bowl and read the same sentence to the class, expressing the mood they’ve picked.  
5. Students will read the sentence: "We all need to gather our possessions and move to another building as soon as possible!"  
6. Students should write down assumptions they make about each student as they read their prompts.

**Processing Questions:**

1. Which among the prompts do you find easy to do? Why?
2. What do you feel when you are doing the activity?
3. What is the significance of the activity?
4. What do you think is the reason for this activity?
5. How will you connect the activity to a real verbal and non-verbal communication?

**Abstraction:**



**Non-Verbal Communication**

* has been defined as

communication without words. It includes apparent behaviors such as **facial expressions**, **eyes***,* **touching** and **tone of voice** as well as less obviousmessages such as **dress**, **posture** and **spatial  
distance** between two or more people.

**Importance of Non-Verbal Communication:**

It is one of the key aspects of communication (and especially important in a high-context culture). It has multiple functions:

* Used to **repeat** the verbal message
* Often used to **accent** a verbal message.
* Often **complement** the verbal message but also may contradict.   
  Note the implications of the proverb: “Actions speak louder than words.”  In essence, this underscores the importance of non-verbal communication.

**Verbal Communication**

* is the use of sounds and words to express yourself, especially in contrast to using gestures or mannerism. Verbal communication encompasses any form of communication involving words, spoken, written or signed.

**Ways to improve Verbal Communication:**

* **Think before Speaking** - organize your thoughts before you deliver your speech. A prior mental preparation helps in appropriate deliverance of what you actually want to convey.
* **Vary your vocal tone** - it involves emphasizing on key phrases and expression of interest to grab attention. Make sure you do not brag.
* **Have a clarity of speech** -prounounce words with clarity so that the listener is able to understand completely.

**Graphic Organizer**





