

# Chapter-4

## Communication skills

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- **Definition, types of communication skills,**
- **Interactions with professionals and patients,**
- **Verbal communication skills (one-to-one, over the telephone),**
- **Written communication skills,**
- **Body language,**
- **Patient interview techniques,**

### **Communication skills**

- Communication skills allow you to understand and be understood by others.
- It is also helpful to understand the differences in how to communicate through face-to-face interactions, phone conversations and digital communications like email and social media.
- These can include but are not limited to effectively communicating ideas to others, actively listening in conversations, giving and receiving critical feedback and public speaking.
- Communication skills are the abilities you use when giving and receiving different kinds of information.
- Some examples include communicating new ideas, feelings or even an update on your project. Communication skills involve listening, speaking, observing and empathizing.

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**JL Elias**



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