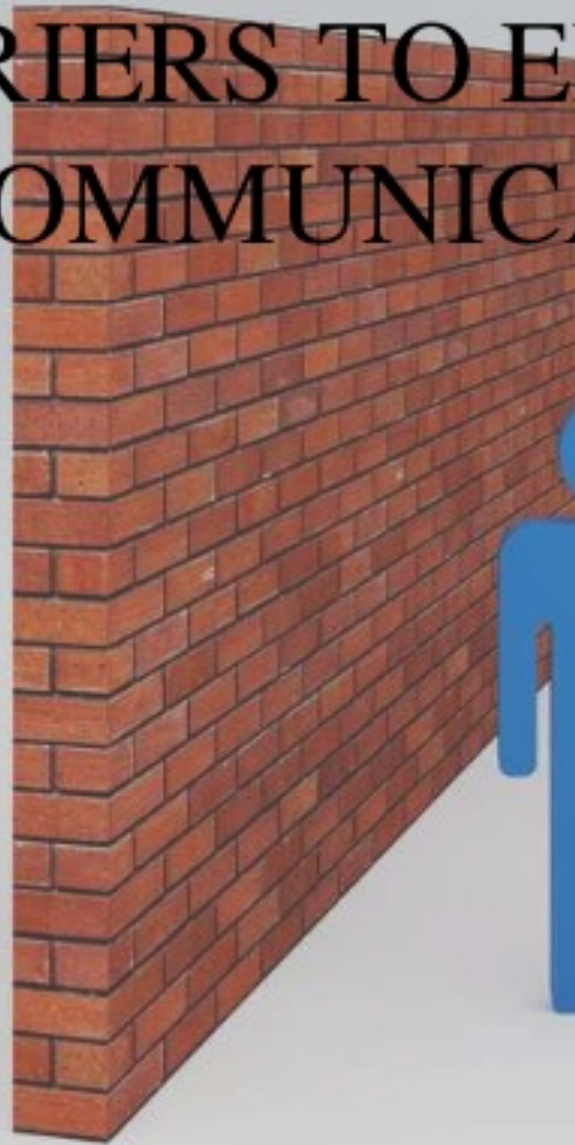


BARRIERS TO EFFECTIVE COMMUNICATION



CLASSIFICATION OF BARRIERS

**PHYSICAL
BARRIERS**

**INTERPERSONAL
BARRIERS**

**ORGANISATIONAL
BARRIERS**

**INDIVIDUAL
BARRIERS**

**CULTURAL
BARRIERS**

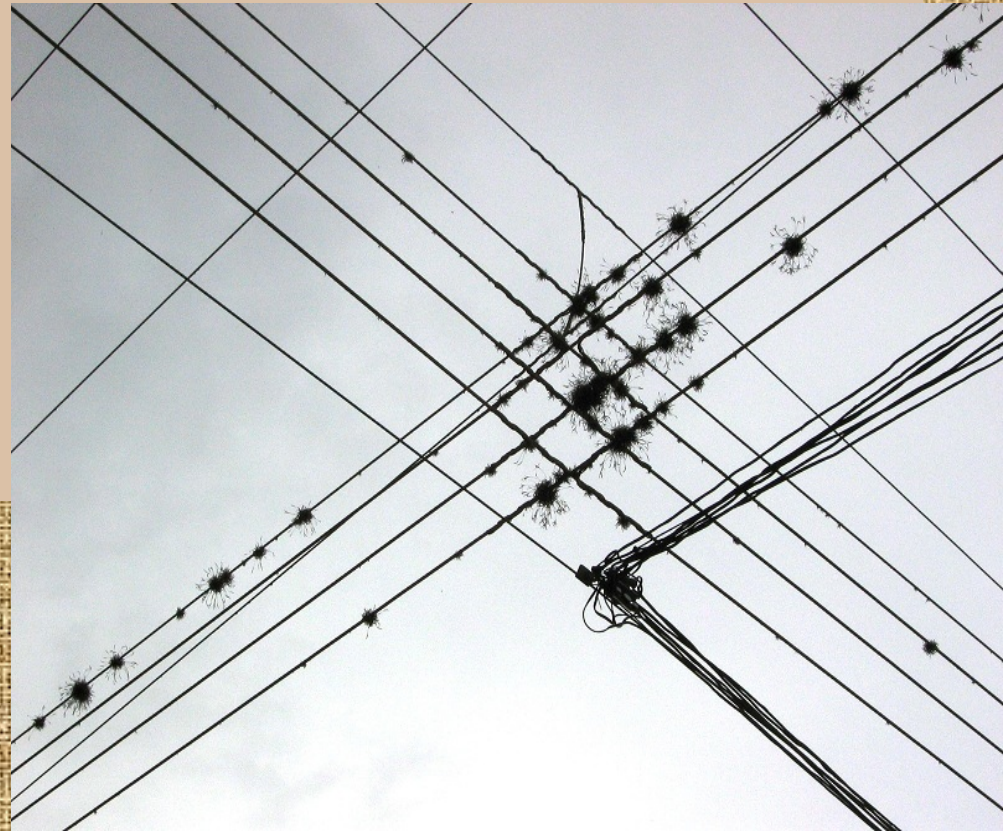
**LISTENING
BARRIERS**

**LANGUAGE
BARRIERS**

**SPEAKING
BARRIERS**

PHYSICAL BARRIERS

- **Age and Gender**
- **Environment or Climate**
 - 1) Thunder, rain, wind and other environmental factors create noise
 - 2) Unstable temperature (too high or too low)
- **Time and Distance**
- **Information Overloaded**
- **Noise**



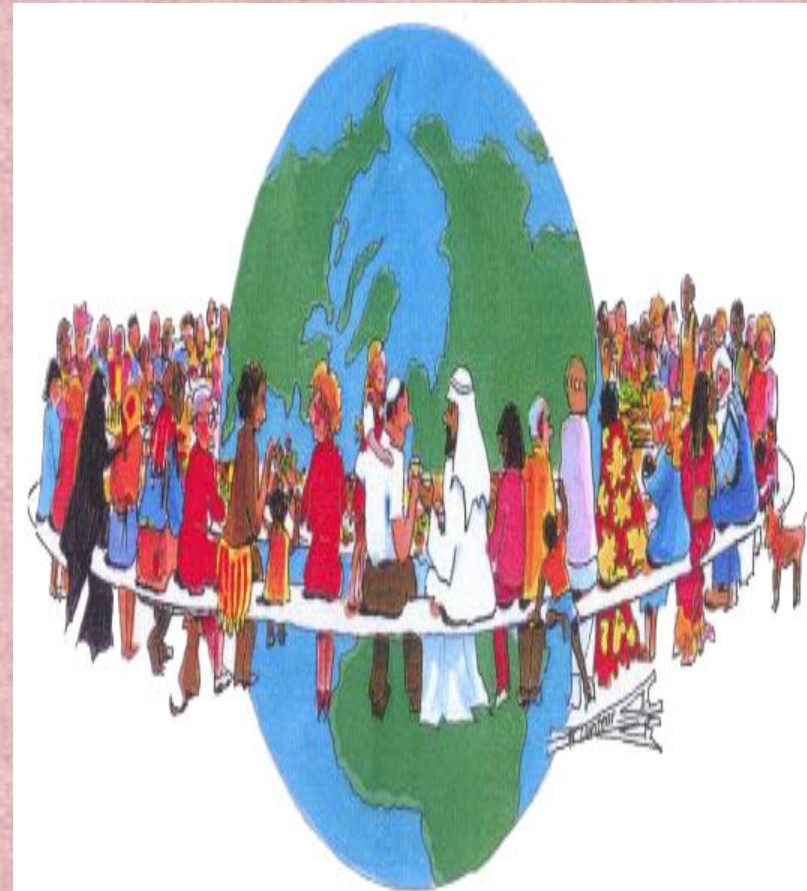
ORGANIZATIONAL BARRIERS

- Fear of Superior
- Poor organizational culture
- Inadequate Facilities
- Rules and Regulations



CULTURAL BARRIERS

- Education and Cultural Background
- Social status and Economic Condition
- Standards and Priorities



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LANGUAGE BARRIERS

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- Different languages, vocabulary, accents, dialects represent national/ regional barriers.
- Semantic gaps are words having similar pronunciation but multiple meanings.
- Badly expressed message, wrong interpretation and unqualified assumptions.
- The use of difficult or inappropriate words/ poorly explained or misunderstood messages can result in confusion.

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INTERPERSONAL BARRIERS

- Lack of Trust
- Lack of Knowledge of non-verbal communication
- Wish to capture authority
- Fear of losing power of control
- Lack of Motivation
- Lack of co-operation, fear of penalty and poor relationship



INDIVIDUAL BARRIERS

The most common individual barriers are:



Use of Jargons and Slang

- Jargons are the technical words used in communication. It might be different according to different professions, specialty and technical field of a person.
- For example, technical words used by doctors and lawyers are extremely different. If they start talking, both of them will not get what the other is talking about.

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- Some jargons like **adjournment** (jargon used by lawyers and police used for delaying a trial for defendant), **BP** (medical jargon for Blood pressure), etc. are only used by people in similar profession which might be a cause for language barrier.

OVERCOMING COMMUNICATION BARRIERS

- **Use Simple Language:**
Use of ambiguous words and jargon should be avoided
- **Active Listening:**
Always listen attentively and actively. Active listening means hearing with proper understanding of the message that is heard.
- **Proper Media Selection:**
Everybody should use the proper medium of communication