# The Ultimate Guide to Expert Interpersonal Skills

https://www.youtube.com/watch/Ib09GqWP5rY

interpersonal skills are one of the most overlooked and essential career development tools whether you're an entrepreneur manager or looking for work interpersonal skills are critical for communication and relationship success in this video I will list out the most essential interpersonal skills you need to know first what are interpersonal skills interpersonal skills also known as people skills or soft skills are how well you communicate interact and relate to others someone with exceptional interpersonal skills might be said to have high PQ or interpersonal intelligence what's interesting is that there are many types of interpersonal skills someone with great interpersonal skills might be able to speak so people listen to code body language negotiate easily be highly charismatic have high empathy be socially assertive read facial expressions be more likeable the big question is can you actually improve your interpersonal skills and if so how quick answer yes absolutely you can greatly improve your PQ long answer unlike IQ P Q can be developed you don't have to be born with exceptional interpersonal skills to have high interpersonal intelligence I have taught interpersonal skills for more than a decade and I've found that the best way to improve your interpersonal skills is by breaking them up into three buckets first bucket verbal communication the first and most important interpersonal bucket is how we communicate with our words from negotiations to interviews to chit chat in the break room being able to communicate effectively is essential there are two aspects to verbal communication knowing what to say and knowing how to say it people with high interpersonal intelligence are verbally talented they can calm someone down answer a difficult interview question or ask for a raise with ease and confidence they also know how to phrase their words so people listen let's do a little self test on a scale of 1 to 5 being horrible and five being incredible how would you rate your verbal communication are you a verbal ninja rate yourself now second bucket is nonverbal communication body language is an essential interpersonal skill and makes up the unspoken aspect of our communication nonverbal communication is not just how we move our body it's also our facial expressions and voice tone people who are very gifted non-verbally are able to both control their own body language cues and decode other people's cues often times were better at one than the other let's rate your nonverbal skills on a scale from one to five one being horrible five being incredible how would you rate your nonverbal intelligence are you great at decoding nonverbal cues can you spot tells on the other hand how are you at controlling your body language communication rate yourself now third bucket is relationship management the last bucket of interpersonal skills is relationship management relationships are a two-way street you must be able to set up boundaries communicate your needs and be socially assertive that's where high emotional intelligence comes in while at the same time you also must be empathetic read other people's needs and respond with authenticity on a scale of one to five one being horrible five being incredible how would you rate your relationship management are you happy with your current relationships are you able to express yourself set boundaries rate yourself now now total up your ratings if you excel at all three interpersonal skills you would have a total of 12 to 15 points this is the highest score you could get and if you gave yourself 12 to 15 points I would say your interpersonal skills are excellent you are a pro and should consider mentoring others if you add up your total and got 9 to 11 points then your interpersonal skills need a little work try to target one bucket that is most important for your day-to-day success and start there if you scored less than 8 points than your interpersonal skills desperately need some help in fact you have the most room for transformational success investing in your people skills could be the greatest step you will take in your career here's where to start I want you to tackle your most urgent bucket when I went through each of the three interpersonal buckets which one was the most in need of help verbal communication nonverbal communication or relationship management which bucket do you use most on a day-to-day basis pick one and then start with these steps if you want to improve your verbal communication I would check out these resources that we have prepared for you you can search our YouTube channel for them click the link to watch the video or get the full written tutorial at our website science of people comm first let me give you our favorite verbal guide I want to teach you how to talk to anyone to colleagues making chitchat at a party or getting to know a new friend what about nonverbal communication start with our seven hand gestures you should be using do you use your hands maybe you should I walk you through why hand gestures are the most important starting nonverbal skill then check out the body language of leaders if you want to master your nonverbal we have to learn from the Masters I dive into seven thought leaders and what you can learn from their nonverbal lastly learn how to decode the face reading facial expressions is one of the most essential nonverbal skills be sure to check out the full micro expression guide at science at people.com slash micro expression okay last bucket here is relationship management first learn my six steps to stop people-pleasing and start doing what's right for you setting boundaries can be one of the most difficult parts of relationship management