

Process of human communication

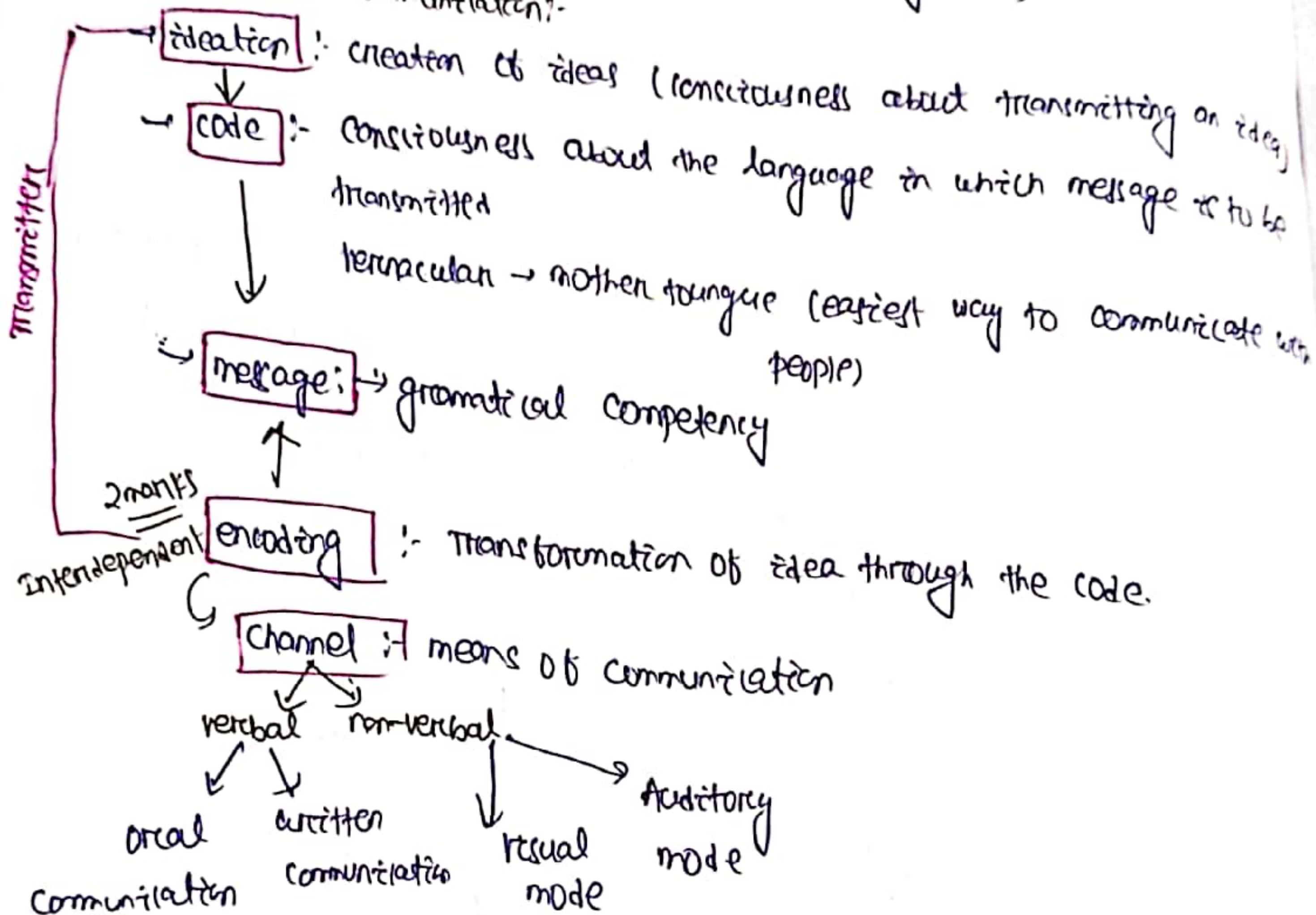
It is the typical meaning. lies behind human communication. (Source & transmission)

(1) one-way: Communication without presence of receiver

(2) two-way: Communication with the presence of receiver, listener
a role of listener is not fixed

one-way:
→ absence of listener
→ or roles of listener is fixed (TV-program)

parts of human communication:-



Proxemics:- Space-powerful mode of verbal communication

(Space Communication - Distance should be maintained during communication)

[Intimate
Personal
Public space

HAPTIC:- communication through touch

OCULESTIC:- communication through eyes

CHRONEMIC:- Communication on time aspects
(time Communicates)

} Non-verbal

PARA LANGUAGE:- Non-verbal aspects of write

LET, NOT KILL HIM

LET NOT, KILL HIM.

Channel & encoding are interdependent

friends - going to Father - I am going to the school

Context - Setting of communication.

1st: Let's go & watch movie

2nd: No, I have to prepare for exam.

Not an effective communication

Due to context (wrong time)

(exam, movie)

good comm: listener shouldn't

→ successful decoding of msg

effectiveness: purpose of communication

DECODING - work of listener

(the listener tries to understand context of msg)

Encoding

Barriers & filters of communication

Feedback - given by receiver (last cycle of communication)

It is response or non-response to the msg transmitted.

Unit 2

Barriers & filters of communication (IVIMP)

→ complete breakdown in a communication

filter - partial barrier. (BEEP, BEEP)

Barriers → sure shot

HOMOPHONY: Pronunciation same, meaning diff.

HOMOGRAPHY: Spelling same, meaning diff.

fruit (Date, Date) (mean, mean)

(train, reign)

Code: - language competency

Defect in the channel: - death & page

Vocab: - Vocabulary (word form)

Powerhouse to English language

Pyro technique is excellent

JARGON: technical / subject specific words

firewall is excellent

My project is on the perpetration (Jargon)

understood by engineers

AMBIGUITY: - A sentence which have different meanings

→ Multiple Interpretations

THIS IS A OLD women's hostel (whether hostel is old or old women's hostel)

44 sounds - English

26 alphabets

→ PRONUNCIATION, ACCENT, INTONATION:

↓
way of
speaking

Accent:

- RP: Received Pronunciation (British Accent)
- GAE: General American English
- ESE: Educated Indian English
- (X) Not accepted accent

MTE: mother tongue Interference:-

INTONATION:

Para language → non-verbal aspect of communication

→ CONCEPTS:- Energetics (demand about concepts)

→ BACKGROUND knowledge:- understanding listeners:-

6th cl → bear barrel 12th → boared the same mtr

- CULTURAL BARRIER:- No ethnocentrism.

ETHNOCENTRISM:- a jargon from psychology

→ a typical firm in feeling about superiority of culture

cross cultural → we treat people, the way we want to be treated (expect) ethnocentrism!

→ C.B says people should be treated, the way they expect to be treated.

Father is really worried he saw his son coming back home

↳ acceptable in high cl not in middle cl early in the morning

Bypassing

cultural barrier due to use of abstract words

India: Why didn't you get marry, it's 40.

Arab: Oh, it's because of dowry.

India: You shouldn't be so greedy.

good communicator, but not effective because of bypassing (dowry)

Dowry → Indā (Dowry → given by girl's to groom)

Arcah (Dowry → compensation given by ^{boy's} father to girl's)

Psychological barriers:-

Environmental barriers:- An ideal setup for every communication.

NOISE:- Hearing - casual activity

Listening - intentional activity.

INFORMATION GAP PRINCIPLE: Synchronisation between received & new information.

Received information = Social background
what is already known to receiver (Borrowed up)

New Information:-

Extra things speaker wants to add.

(Information overload)

Homework-1:-

→ Explain different barriers & filters of human communication & suggest measures to overcome that. (2-2.5 pages)

Effective technical M.A. Rizvi
Communication

LEVELS OF HUMAN COMMUNICATION

1. Intra personal communication :-
it is unconscious way but has to be spontaneous
2. Intra personal communication :-
the communication within oneself
we do it every time but not aware of it
Ex:- pray to god
- dreaming
3. Extra personal communication :-
→ tedious job (transmitter has to put lot of effort)
→ conscious activity
→ between a human & a non-human
→ Ex:- taming a wild animal.
- pet.

4. MASS COMMUNICATION

→ here the listeners are not defined

PATTERNS OF BUSINESS COMMUNICATION

- ~~Horizontal~~ Vertical Business Communication ^{→ Formal} upward
downward (frequently done)
- most prevalent in Business
- when we communicate with people of diff hierarchy.
- Horizontal Business Communication ^{→ Formal} (peer wise)
- people in same hierarchy communicate among themselves
- formulation of rules and regulations (imp aspects)

→ DIAGONAL COMMUNICATION (formal channels)

→ newly introduced due to MNC's

→ European concept

→ lets the people communicate with any authority directly back to destination

→ adv - message is not filtered

→ dis - adv - not used due to old ~~mind~~ mind-set
as ~~due~~ misunderstanding will be created

→ GRAPEVINE COMMUNICATION (very imp for exam)

→ only informal recognised channel of business channel

→ in the form of gossips & rumours, office related loose talks.

→ adv → very fast

→ dis adv → doesn't have any base can be filtered.

& What are the diff modes of grapevine communication

BIAS-Free Comⁿ / Language

- It shouldn't hurt anyone's feeling
- No discrimination on basis of caste, creed, religion
- Ladies & gentlemen (oblivious to America)
why not men & ladies Gentle ladies
- chairman (whether it is occupied by a man or a woman)

Racial & Caste BIAS:-

- Familiarism
- NEGRO - Black people living in America
↓
Ladies called as Black women American
↓
'Afro Americans'

- NEGRO - Racially biased language

- caste-biased:- untouchable

These words
Keep on changing with
time for the sake
of peoples.

↓
HARRIZANS

↓
Dalit

- Scotch - a type of wine

↓
scottish

- ORIENTAL :- Inhabitants of Asia

Socially based language:-

→ Bastet
↓
Bast-free
Adaptants

→ peon
↓
cattle
attendant

→ clerk
↓
office
Assistant

Physically biased language:-

CRIPPLES :- People with some deformities.

↓

Physically handicapped (Bast-free)

↓ physically changed ⇒ differently abled / specially abled

- **Blind** ⇒ visually challenged ⇒ visually impaired
- **fat** ⇒ obesity
- **Politician** ⇒ statesmen ⇒ social workers
- **Criminal** ⇒ undertrial / convict

- **Deaf** ⇒ hearing impaired
- **Dwarf** ⇒ short height
- **terrorist** ⇒ freedom fighter for their own country

Age-biased

- **Oldman** ⇒ senior citizens
- 18⁺ boys → man
- 18⁺ girls → women (X)

Gender / Sexually biased

- **Chairman** :- even if it is chaired by a man or woman
- **Postman** :- post person (Implied one → not exact / Incorrect)
- **middle male man** :- male carrier negotiator
- **Weather man** :- weather-forecaster meteorologist
- **batman** :-
- **metrologist** :- somebody who plan cities
- **man → person** :- bias-free language

If gender is neutral ⇒ better to use male pronouns

Doctors know his patients well

Country - teachers know his class well

HOTELS :- A place which provides fooding, laundring, & parking (other count)

A place which provides fooding → India

- Egggy** ⇒ compartment
- full part** ⇒ trousers
- Almirah** ⇒ cup board

Bias-free language

PHONETICS

→ Technical aspects of language learning

→ scientific study of language

→ 2nd aspects of language learning (how to articulate)

CEFL → Centre of International English & foreign language

EFU → English foreign language university

→ Neutral - English free from mother-tongue interference

1. Status of language → 1st (mother-tongue)

2nd (Educational purpose)

2. Ignorance of teachers: →

3. mother tongue interference

Sounds

2 types

→ EGRESSIVE: Pulmonic egressive mechanism (Exhale) ^{through oral passage} nasal

→ INEGRESSIVE: (Inhale air) → only in some parts of Africa

All sounds spoken in English - egressive sounds

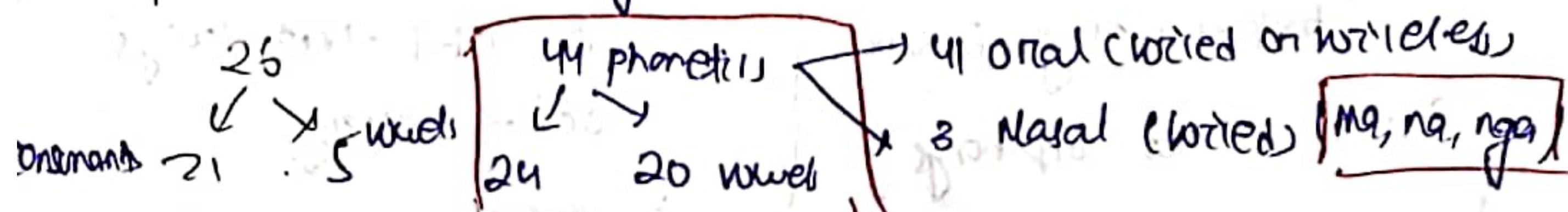
Types of sounds (by phonetics sounds in English)

→ VOICED - oral sounds, nasal sounds

→ VOICELESS - oral sounds

Phonetic → language to sound correspondence
language

Unphonetic nature of English - (AF, COMB, psychology)



44 phonetics

20 vowels (3 natural)
 24 consonants
 15 - voiced
 9 - voiceless
 1 - oral
 1 - oral or nasal

→ tongue & lips
 remain silent
 → movement is abstracted by tongue & lips
 → articulation, sound may come through oral or nasal passage
 → During articulation sound come out through oral passage

Voicels → air comes to lunge, passes through vocal chords, vibrates a closer nasal passage and comes out through oral passage

Nasals: vibration of vocal chords, a short pallets closer nasal oral passage, comes out through nasal passage

20 vowels
 12 → pure vowels
 8 → DIPHTHONGS

24 consonants → 15 (voiced) → out of which 2 semi-vowels or pseudo vowels (-j, ɟ)
 use a in place of an

pure vowels

→ oral
 → voiced

→ absolutely no movement of tongue & lips

→ vocal chord remains passive, comes out through nasal passage

book → although 2 vowels simultaneous, not diphthongs

DIPHTHONGS (DIPHTHONGS)

→ oral
 → voiced

→ slight movement of tongue & lips

→ vocal chord vibrates, air comes out through nasal passage

→ when 2 vowel sounds appear together 100% cases → not always
 oɪl → diphthong

9 voiceless consonants :- IPA (International Phonetic Association)
 Sound in mother → phonetic Devised to research of phonetic (144)
 tongue transcription (symbolic or graphical representation
 of phonetic(s))
 EI → [p] BIPD
 ɔ - [t] [b ɔ d]
 IPA symbols → International phonetic
 alphabets
 ɪ - [t]

Assignment (v. imp) → Internal

- (i) Process of human communication with components
- (ii) Bar discuss barriers & filters of human communication
- (iii) Advantages & Disadvantages of group roles
- (iv) Bring like language with suitable language
- (v) Static & dynamic verbs

English Conditional sentences :- Difference between
 'time' & 'tense'

short notes :-

- (i) Diff between advantages & disadvantages of verbal communication
- (ii) segments of digital communication (Business, Interpersonal. -

EP-1F1

2-101

S-1S1 friction in water is
much higher

SH-1J1

(more than 80% words)

Step 1 friction is comparatively
lower)

ception! - Clue - whenever sh appears together

Sugar

verb forms

go went gone goes got

G-1W1

Voiced

Voiced Consonants - 15

ਪ੍ਰ - 1b1

ਡ - 1d1

ਭ - 1g1

ਘ - 1k1

friction is very high
80% vocabulary

ਜ - 1z1

ਘ - 1dʒ1

ਭ - 1v1 (friction lower)

ਢ - 1ʒ1

ਢ - 1ʃ1

ਮ - 1m1 measure, measure etc

ਨ - 1n1

ਙ - 1ŋ1

ੜ - 1ɹ1 - no words starting from it

Semi-vowel :-

ਯ - 1j1

young

ਵ - 1w1

whenever 'd' sound is preceded

by vowel sound

ਕ + ਯੁ + ਭ (w)

C V C

DOCTOR

1x1

CARROT

telephone: 3 to 1 rows

sealabel: a group of sounds

commonly used in experiment

CARROT:-

DOCTOR

Internal Questions

- (1) Barriers and filters of human communication with measures
 - (2) Bias-free language with suitable example
how do you think using bias-free language enhances effectiveness
 - (3) Advantages and Disadvantages of grapevine
 - (4) Advantages of oral or written communication
2 disadvantages
- OR
- Non-verbal communication (para language, proxemics, haptics, or chronemics)
5 types

Q) Classification of phonetics

(oral, nasal)

↓
4

↓
3

⑥ what is intonation
Grammar:-

⑦ English conditional sentences:- types zero, conditional₁, conditional₂, conditional₃
Definition

⑧ time and tense differences

short notes:-

(i) Encoding

(ii) Decoding

(iii) Feedback

(iv) Bypassing

(v) Ethnocentrism

(vi) Relaxed pronunciation

(vii) IPA

(iv) Ethnocentrism

(v) Relieved pronunciation

(vi) IPA

Syllables: No. of sounds that can be articulated in a single breath

TE LE PHON → 2 power
3 syllables

→ No. of vowels → decides no. of syllables

→ It can be preceded or succeeded by some consonants (CVC)

HOUSE → 1 syllable coz of
diphthongs

TE LE PHONE → 3 power
CV CV CVC
1 2 3

→ max^m no. of consonants that can precede vowel in syllable is 3

STREET → 1 vowel
CCCVC (1 syllable)

→ max^m no. of consonants that can succeed a vowel in syllable is 4

TEXTC
CVCCC C → consonant V → vowel

→ A single vowel can also be a syllable

single vowel → A BOVE PRONUNCIATION

Imp Syllabic Consonant (sonorant)

→ even though there is no vowel, it can be a con syllable coz of

Syllabic consonant 12, m, n

T A B L E

c v c c

PAU

M U T T O N

(1) C O M P U T E R → 3
c v c c v c c

^{ex}
W O R K → 3

(2) T E C H N O L O G I Y :- 4
c v c c c v c c

(3) M E C H A N I C A L → 4
v v v v

(4) H O N O U R A B L E :- 4
v v v v

2 5 20 902

(5) I N F O R M A T I O N → 4
v v v v

WORD STRESS:-

→ In an English word, 1st sound of syllable takes word stress
(sound should be pronounced more emphatically)

H O U S
C V C

prolect
C C V C V C C

↓
should be pronounced
more emphasized

H O T E L
C V C V C

↓
should be
emphasized

Stress shift

Some words can be used as both verb & noun

In case of noun → stress on 1st syllable

verb → " " and "

RECORD → 1st syllable

RECORD → 2nd syllable