

Learning Guide Unit 6

Overview

UNIT 6: Communication and Leadership Styles

Topics

- Communication processes in organizations
- Communication channels in organizations
- Barriers to effective communication
- Leadership styles
- Traits of a business leader

Learning Objectives:

By the end of this Unit, you will be able to:

1. Discuss the different types of communication processes in an organization
2. Identify the different communication channels within an organization
3. Understand the barriers to effective communication and strategies to overcome them
4. Explain the traits, behaviors, and leadership styles effective for different business environments