**Extra essay: What makes communication at work effective?**

**Communication at work always plays a role. In modern conditions, we almost constantly communicate with colleagues. Knowledge of the rules of effective working interaction helps to reduce the likelihood of misunderstandings, increase team satisfaction, strengthen trust and the basis for teamwork. Teams that are able to interact effectively are better able to cope with the difficulties that arise. But creating constructive interaction takes time and effort. There are several basic principles of effective interaction that can be used regardless of the nature of the interaction. Effective interaction implies clarity. When sending a message, composing an email, or responding to someone's request, you need to make sure that the message is clear. Effective interaction should also be aimed at resolving conflicts, not at creating them. Interaction is carried out in order to solve a problem or promote effective collaboration on a project or task. Effective working interaction allows you to identify obstacles and provide feedback, but the main goal at the same time is to take a better position compared to what is at the moment. In addition, any working interaction is an exchange of information, even if it is transmitted in a non-verbal way and only by one party. Clear and effective working interaction allows you to increase the involvement and involvement of employees, stimulate the interest of the team, increase productivity, create a healthy working atmosphere and organizational culture and, of course, neutralize conflict situations. For example, if effective communication concerns the employer and employees, then taking an interest in the opinion of employees, you can continue to develop and strengthen strategies for clear interaction in your team. There is another way to ensure effective interaction with the team — ask employees which style of communication is closer to them. Knowing exactly what is more convenient for your colleagues, you can create a more comfortable working environment for them.But in general, to make effective communication at work, you need to strive to understand the situation in as much detail as possible, Strive to understand the situation in as much detail as possible, Be attentive, know your audience as well as possible and provide objective and understandable feedback**