

BARRIERS OF COMMUNICATION

“Whatever words we utter should be chosen with care for people will hear them and be influenced by them for good or ill.”

WHAT IS COMMUNICATION AND BARRIER ?

- ***Communication*** is the activity of conveying meaningful information. It requires a sender, a message, and an intended recipient.
- ***Barrier*** An obstacle in a place that prevents us from completing certain tasks.
- ***Communication barriers*** can be defined as the aspects or conditions that interfere with effective exchange of ideas or thoughts.

TYPES OF BARRIER

- Physical Barrier
- Cultural Barrier
- Language Barrier
- Emotional Barrier
- Gender Barrier
- Organizational Barrier
- Perceptual Barrier

PHYSICAL BARRIER

- Physical barriers relate to disturbance in the immediate situation, which can interfere in the course of an effective communication.
- Some of them are easy to Alter whereas, some may prove to be tough obstacles in the process of effective communication.



FACTORS CAUSING PHYSICAL BARRIER

- Defects in media
- Distraction in environment
- Distance
- Ignorance of medium
- Physical disability



HOW TO OVERCOME?

- To be updated with latest technologies.
- Choosing a suitable environment.
- Removing obstacle.
- Making signs easier to read, example, you could supplement written signs with pictures and visual signs.
- Self Motivation.

CULTURAL BARRIER

- Cultures provide people ways of thinking--ways of seeing, hearing, and interpreting the world.
- Similar words can mean different things to people from different cultures, even when they talk the "same" language.



FACTORS CAUSING CULTURAL BARRIER

- Diversified cultural background.
- Language and Accent.
- Behavior and Nature.
- Religion.



HOW TO OVERCOME ?

- Cross culture environment.
- Have a thorough knowledge of your counterpart's culture background.
- Conduct effective communication workshop.
- Work in groups and run frequent meeting

LANGUAGE BARRIERS

- Inability to converse in a language that is known by both the sender and receiver is the greatest barrier to effective communication.
- When a person uses inappropriate words while conversing or writing, it could lead to misunderstanding between the sender and a receiver.



FACTORS CAUSING LANGUAGE BARRIERS

- Multi language
- Region
- Inadequate vocabulary
- Interpreting difference



HOW TO OVERCOME ?

- Speak slowly and clearly.
- Ask for clarification.
- Frequently check for understanding.
- Be specific.
- Choose your medium of communication effectively.
- Be patient.

EMOTIONAL BARRIER

- The emotional state may influence your capacity to make yourself understood and hamper your understanding of others.
- Many times, emotional barriers on your part or the part of the person you are speaking which may inhibit your ability to communicate on an effective level.



FACTORS CAUSING EMOTIONAL BARRIER

- Fear/ insecurity
- Mistrust
- Stress



How to overcome

- Motivation and commitment to change.
- Peer or mentor support .
- Practice expressing recognition .

GENDER BARRIERS

- Relationships, respect, workplace authority and education are common ways men and women are pitted against each other.
- Overcoming barriers in gender communication isn't simple but can be made clear with a little patience and understanding.
- This barrier arises because men and women have different ways of thinking and communication.

FACTORS CAUSING GENDER BARRIERS

- Fear and shy
- Environment
- Misunderstanding



How to overcome

- The process of bridging the gap in gender communication requires the great deal of patience and understanding that only time and attention will teach.



ORGANIZATIONAL BARRIERS

- Organizational structure greatly affects the capability of the employees as far as the communication is concerned .
- All the internal factors which stymie or block the process of communication are known as organisational barriers. Some such factors have already been discussed like restrictive environments, deceptive tactics, communication network.

FACTORS CAUSING ORGANIZATIONAL BARRIERS

- Status relationship
- One way flow
- Organization structure
- Rules and regulations
- Too many levels in organization structure



HOW TO OVERCOME?

- Poor structure to the communication.
- A weak delivery.
- The use of the wrong medium to deliver the communication.
- A mixed message.
- The message is delivered to the wrong audience.
- A distracting environment.

PERCEPTUAL BARRIERS

- The most common problem is that the people have difference opinion .
- The varied perceptions of every individual give rise to a need for effective communication.
- We all have our own preferences, values, attitudes, origins and life experiences that act as 'filters' on our experiences of people, events and information.

FACTORS CAUSING PERCEPTUAL BARRIERS

- Difference in Understanding
- Difference in Perception of Reality
- Differences in Values, Attitudes and Opinions



HOW TO OVERCOME?

- Start by listening to others.
- Clarify if there is confusion.
- Stay calm and be positive.





Thank
You