Many people use nonverbal communication throughout the day to express how they’re feeling and what they’re thinking. Understanding and communicating with others at work is one challenge, but interpreting nonverbal body language can present unique challenges when working remotely.

Here are certain examples portraying the importance of non-verbal communication at work places :-

1.Maintaining proper eye contact

Coworkers will often feel valued and appreciated if they know they’re being heard. For example, if a coworker approaches you with an idea to increase collaboration in your department, show that you are actively listening by maintaining eye contact and nodding in agreement.Maintaining eye contact while you’re replying to them also keeps the conversation engaging, and turning your camera on for video chats can build a respectful relationship between coworkers.

2.Using a positive tone of voice

Though the act of speaking is a part of verbal communication, how you speak can be considered nonverbal communication. For example, if an employee is giving a presentation proposing a new client engagement plan, an energetic and positive tone can spark enthusiasm for the project. This may increase the level of interest from senior management as they notice the employee express excitement and passion for the project.

3.Being mindful of personal appearance

Your workplace appearance such as looking neat and prepared—even if you are in the comfort of your own home office—or keeping a tidy workstation can convey your self-confidence and make a positive impression on coworkers. For example, if you’re hoping to speak with a supervisor to ask for a raise or promotion, you may choose to dress in business attire to showcase your dedication to both the position and professionalism in the workplace.

4.Standing or sitting with a good posture

The way you stand or sit at work can often display your attitude or attentiveness toward certain situations. Sitting or standing up straight can show you’re engaged in the conversation while also portraying a confident appearance during an interview.

5.Displaying courteous facial expressions

As people communicate with you, they will often be anticipating a nonverbal response by watching your facial expressions. Smiling, nodding along and using your eyebrows can indicate a positive reaction when having a conversation. For example, if a coworker is telling you about their recent vacation, you can smile and nod along while you listen to show you’re enjoying their story.