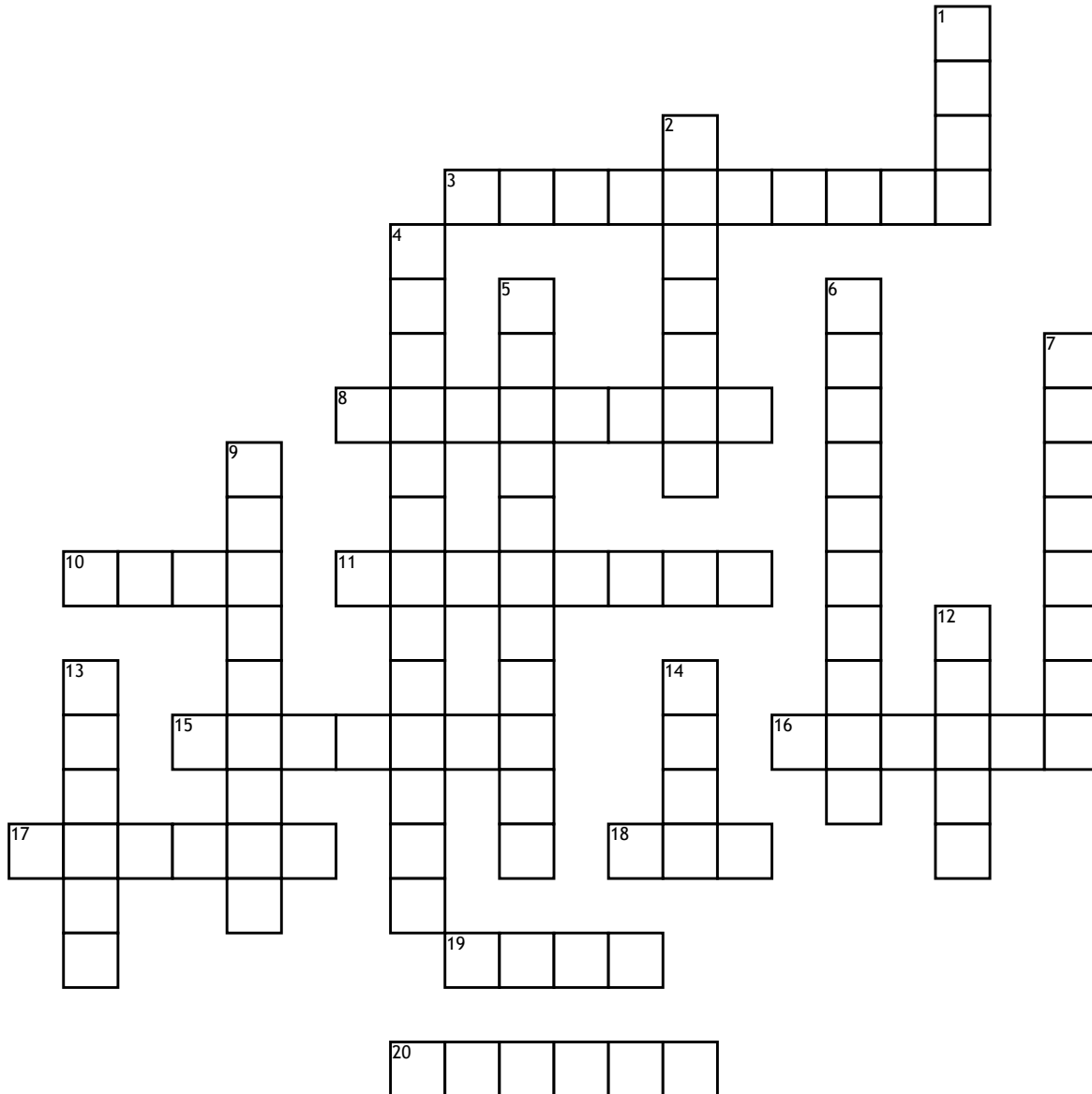


Communication



Across

3. Nonverbal communication is helpful when trying to _____ others' thoughts and feelings.

8. Developing self-awareness around how your _____ affect your body can give you greater mastery over your external presentation.

10. A good communicator should enter into a conversation with an _____ mind.

11. A benefit of Communication is fewer _____.

15. Writing, typing or printing symbols like letters and numbers to convey information.

16. _____ listening involves paying close attention to what the other person is saying, asking clarifying questions and rephrasing what that person said.

17. Using photographs, art, drawings, sketches, charts and graphs to convey information.

18. Thanks to _____ technologies we can now communicate with virtually any person.

19. Being able to communicate effectively is perhaps the most important of all _____ skills.

20. It is one of the most common types of Communication

Down

1. Being a _____ listener is one of the best ways to be a good communicator.

2. Keep your _____ as simple and plain as possible.

4. The imparting or exchanging of information or news.

5. Be _____ about your nonverbal communications.

6. _____ shows your co-workers that you believe in what you are saying.

7. Always consider your _____ when choosing a communication type.

9. The use of body language, gestures and facial expressions to convey information to others.

12. _____ about what you want to say before you say it.

13. _____ and chats are a common form of written communication

14. People _____ different learning styles.