

Tulare County Office of Education | CHOICES TUPE Newsletter

GRADES 5-12 | ISSUE 2: September 11, 2020

Communication

The *CHOICES TUPE* program helps students discover and maintain resources so they can successfully transition through important life milestones. The second unit of this newsletter discusses the importance of Communications skills and tips.

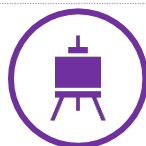


Effective communication will play a key role in your everyday life, especially during the distance learning we are now experiencing. Most of your classes will be taught from a distant location, so we are going to practice our communication skills.

What is communication?

Communication is the way we choose to receive and send messages or information.

- Examples include:
 - Text messages
 - Verbal Conversations / Facetime
 - DMs through Social Media



Why is effective communication important?

- Distant learning requires you to hold yourself accountable. Communicating with your teacher, classmates, and family members allows a better chance of succeeding in your classroom.

Tips on becoming better listeners

- Become an active listener to communicate more effectively
- Create an environment for yourself to limit distractions
 - Turn off TV/video games
 - Put phone away if possible
 - Choose a location you're comfortable with
- Make good eye contact
- Practice positive body language



Tips on effective communication in your digital classrooms

There are many factors that can contribute to becoming an effective communicator. Here are some tips that can help you improve and maintain these skills.

Ask questions

- Even though it can be scary, more often than not someone has the same question as you.

Listen and Respond

- Be an active listener and respond when it's appropriate.

Eye Contact

- Eye contact lets the speaker know if you are understanding their words or if they should explain something more.

Body Language

- Maintain clear facial expressions and eye contact. This may look like raised eyebrows when surprised or interested or maybe squinted eyes and shaking your head because you are confused.
- While on Zoom, a good tip would be to have your camera on. This allows the speaker to know you are engaged. You can also nod your head yes when you are following what is being talked about.



How to avoid misunderstandings

Think about a misunderstanding you recently experienced. Now identify what caused the misunderstanding - why did it happen? Is there anything you or the other person could have done to avoid it? Here are some techniques to avoid misunderstandings: being specific, asking questions, and paraphrasing (reword what was said to you).

Social media tip of the week



As you're communicating through technology, be specific as possible. Be mindful that everyone interprets things differently. It's not always easy to understand emotion through a message on social media or text.

Resources:

<https://www.edutopia.org/search?query=communication>

Additional video resources:

https://www.youtube.com/watch?v=BW82k7lwI_U

<https://www.youtube.com/watch?v=gCfzeONu3Mo>



"Resilience doesn't just mean getting back to normal after facing a difficult situation. It means learning from the process to become stronger and better at tackling the next challenge." – Donna Volpitta



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