

BARRIERS TO COMMUNICATION

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ABSTRACT

The ability to communicate is an important facet of human beings. However, it is not always possible for humans to communicate effectively without any flaw. There will be stumbling blocks between the sender and the receiver which may arise from various factors. These factors are barriers to communication.

In this paper, the presenter provides facts about the factors that make communication unsuccessful. Hence, the first task of this work is defining communication barriers and the importance of knowing them, and the second task is introducing the various forms of barriers to communication with their causes and solutions.

The presenter discusses two major levels of barriers to communication. Intrapersonal barrier to communication is the first level whose causes are wrong assumptions, varied perceptions, different backgrounds, wrong inferences, impervious categories, and categorical thinking. The second level is Interpersonal barriers which include causes such as limited vocabulary, incongruity of verbal and non verbal messages, emotional outburst, communication selectivity, cultural variations, poor listening skills, noise in the channel, inappropriate use of medium, and information overload.

It is the wish of the presenter to put the necessary ideas across without causing any misunderstanding in the minds of any reader of this paper. Therefore, it has been endeavored to elaborate the facts with the words and examples of the presenter after basing the skeleton of the work on the book entitled 'Technical Communication-principles and Practice' by Raman and Sharma (2004).

KEYWORDS: Barriers, Communication, Intrapersonal and Interpersonal