

Title:

Body Language Speaks Louder Than Words

Word Count:

811

Summary:

Improve your personal & business relationships by being aware of the unintended cues and signals.

Keywords:

business, body language, communication, eye contact, facial expression, posture

Article Body:

Has it ever occurred to you how much you are saying to people even when you are not speaking?

Studies show that your words account for only 7% of the messages you convey. The remaining 93%

Eye contact is the most obvious way you communicate. When you are looking at the other person

Facial expression is another form of non-verbal communication. A smile sends a positive message

Your mouth gives clues, too, and not just when you are speaking. Mouth movements, such as pursing

The position of your head speaks to people. Keeping your head straight, which is not the same

How receptive you are is suggested by where you place your arms. Arms crossed or folded over

How you use your arms can help or hurt your image as well. Waving them about may show enthusiasm

The angle of your body gives an indication to others about what's going through your head. Leaning

Posture is just as important as your grandmother always said it was. Sit or stand erect if you

Control your hands by paying attention to where they are. In the business world, particularly

Legs talk, too. A lot of movement indicates nervousness. How and where you cross them tells

The distance you keep from others is crucial if you want to establish good rapport. Standing

You may not be aware of what you are saying with your body, but others will get the message.

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