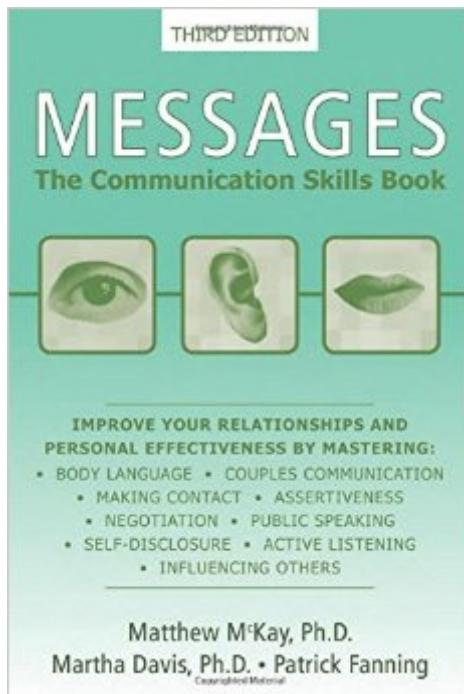


The book was found

# Messages: The Communication Skills Book



## **Synopsis**

Many people assume that good communicators possess an intrinsic talent for speaking and listening to others, a gift that can't be learned or improved. The reality is that communication skills are developed with deliberate effort and practice, and learning to understand others and communicate your ideas more clearly will improve every facet of your life. Now in its third edition, *Messages* has helped thousands of readers cultivate better relationships with friends, family members, coworkers, and partners. You'll discover new skills to help you communicate your ideas more effectively and become a better listener. Learn how to: Read body language Develop skills for couples communication Negotiate and resolve conflicts Communicate with family members Handle group interactions Talk to children Master public speaking Prepare for job interviews If you can communicate effectively, you can do just about anything. Arm yourself with the interpersonal skills needed to thrive.

## **Book Information**

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## **Customer Reviews**

Many years ago I read this book from beginning to end. It has given me a host off useful awareness and tools which I have not only used throughout the years but also shared with friends and clients. When I lent my old dog-eared copy to a friend he was apparently so enthusiastic about it that he ordered the latest, updated copy. I, in turn saw all the new stuff and ordered my own updated copy. It does not disappoint. On the contrary, it is even better than before. No wonder, because the authors, like me, have aged and with age comes wisdom and insight( if all goes well). That is actually one of the good things about aging ;-). I have revisited the chapters on Listening, Self

Disclosure, Fair Fighting and Negotiating. I find the approaches and examples described still very helpful in my day-to-day life. I realize I am far from perfect in my own communications with others. I highly recommend this book for all who want to communicate consciously and effectively with colleagues, clients, family, friends and lovers. *Messages: The Communication Skills Book*

If you're like me, you'll often think to yourself- "Did I say it right?" or "Could I have said it better?" or "Was there a better way to put it?" This book is organized very well, under sections listed "Basic Skills", "Conflict Skills", "Social Skills", "Family Skills", and "Public Skills". So, it gets very easy to refer to the particular type of communication reference you are interested in. I love the way the book puts forward the theory without attaching any favoritism to which technique to use at what time. For example- I used to live in denial when it comes to "listening". I always thought I'm a good listener. But, after reading the 1st chapter- I realized I use at least 5 blocks to listening - without being caught in defense arguments with myself about it. The book really communicates with you! Its easy to read & is filled with research. It lists very good examples of contaminated communication & suggestions on what could have improved it. They have a chapter on body language as well that's well written. I haven't read the entire book- I may have covered about 70% of the reading. Most often, I use it as a reference to come back to. If you have been looking for reviews on this book, I suggest that you stop looking! Get it- you cannot go wrong. After all, communication is what you do almost all of the active time even though you don't realize it.

If you don't have this book on your list of books to read within its genre, then you're not looking at the table of contents and reading about how well everything is explained, based on other reviews and now this one. It goes into managing several types of conversations and gives you an added bonus at the end with how to deal with negotiations and interviews. I will continue to hold on to this book as a reference point for any forthcoming situation in which I must show poise, interest and experience dealing with all sorts of people and conversations.

This is a great book. I wish everyone in the world would read this book. This book truly changed my life. I am an RN. I meet and interact with many people every day, and this book taught me the essence of communication. Thank you.

I didn't just read this book, I took the time to really listen to it. Unlike many other "self-help" books, this one is actually interactive. I read the first or second edition 5 years ago and still pick up a copy

from time to time to give it away as gifts. If you follow the exercises and are willing to challenge yourself to what seems like really easy to grasp ideas, then you're in for a treat. My favorite section was short, but provided me with enough information to understand body language like I've never done before. In fact, I even used this book to create my own exercises for influencing co-workers...and even to pick up women!

Excellent book on communication; all forms of communication. Great book for individuals, parents, & couples. I am a professor and a therapist. I use it with clients and also use it in teaching students counseling techniques. I recommend to almost anyone. One of the best books written. Dr. Patricia Wicks

Excellent book. Must read, not only for all couples, but all individuals....wonderful communication knowledge which can be applied to friendships, sibling or parent relationships, co-workers, any relationship in which one communicates.

This is an excellent book. I ordered it for my adult son, who could use better communication skills. It is ideal for him, because it packs a lot of information into every page. It emphasizes what you need to know, rather than why you need to know it. It had information I hadn't seen in other books -- I think I will order a copy for myself.

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