

Practice #16

Educators and learners employ effective interpersonal communication skills.

“People don’t care how much you know until they know how much you care.”

-- Theodore Roosevelt

“Be sure to taste your words before you spit them out.” —Anonymous

“All doors open to courtesy”

--Thomas Fuller quotes (British Clergyman and Writer, 1608-1661)

Purpose:

★Effective oral communication, which certainly includes competence in meeting and greeting someone, learning the person’s name, introducing him, and issuing words of welcome, is one of the seven survival skills identified by Tony Wagner as vital for what young people need for life in the twenty-first century. - Wagner, T. (2008). *The Global Achievement Gap*, New York: Basic Books.

★Good interpersonal skills are crucial ingredients for the success of cooperative learning projects. Riel, M. (2006). *Learning Circles Teacher’s Guide*.

Implementation Considerations:

1. How are school-wide communication skills and a common language about expectations being developed to aid in the implementation of the Great Expectations culture and academic emphasis?
- 2) How are the understanding and use of communication skills related to etiquette and protocol being introduced and used in the school environment?
- 3) How are the Eight Expectations, Life Principles, and creed/s integrated into school dialogue?
- 4) In what manner are nonverbal gestures, mannerisms such as tone of voice, posture, and use of sarcasm addressed in communication instruction?
- 5) How are procedures such as greeting a visitor being established and practiced regularly? i.e. Possible components: Visitor greeting; introduction of self; offer of assistance –“How may I help you?”; introduction of visitor/s to class; all class greeting; seating of visitors
- 6) What other venues are available for students to practice their communication skills such as acting as a host, ushering guests at events, welcoming visitors to the building, introducing guests, presentations in class or an assembly, serving as office aides, etc.?
- 7) How are technology communication skills such as texting, emailing, and digital presentations being addressed?