

UNDERSTANDING BODY LANGUAGE

A large part of communication comes from body language

1

HAND GESTURES

A good handshake:

- Warm smile & eye contact
- Extend hand
- Lean forward slightly
- Try equal yet firm grip
- Slowly release



2

HEAD MOTIONS

- Tilt - curiosity, puzzled
- Other positions: chin lift - confidence
- Nods - agreement
- Shake - disagreement



3

EXPRESSIONS

Facial expressions can reveal emotions

A genuine smile:

- Corners of mouth uplift
- Crinkles at eye corners



5

POSTURE

- Straight (upright)
- Open
- Approachable
- Relaxed



4

LOOKS: EYE CONTACT

- 4 - 5 seconds at a time
- 50% when speaking
- 70% when listening
- Trust
- Interest
- Confidence



6

PROXIMITY

Allow appropriate distance and space

- Public over 12 feet
- Social 4-12 feet
- Personal 1.5-4 feet
- Close relationships 1.5

Understanding Body Language In A Week

Arthur James Wells



Understanding Body Language In A Week:

Understand Body Language: Teach Yourself Gordon Wainwright, 2010-06-25 Teach Yourself the world's leading learning brand is relaunched in 2010 as a multi platform experience that will keep you motivated to achieve your goals Let our expert author guide you through this brand new edition with personal insights tips energising self tests and summaries throughout the book Go online at www.teachyourself.com for tests extension articles and a vibrant community of like minded learners And if you don't have much time don't worry every book gives you 15 and 10 minute bites of learning to get you started A bestseller now fully updated with the very latest on body language and non verbal communication The only title to give you practical exercises to help you understand your own and other peoples body language Unlike other titles this is not restricted to the workplace but shows you how to understand what other people are saying in every social and domestic situation Includes the very latest on NLP and how to communicate more effectively through its use We all use body language Over 90% of all face to face communication is non verbal and the silent messages of body language often reveal more than the spoken word in conveying true feelings These messages are particularly significant in influencing first impressions and the self image we project to others Now updated for the 21st century with the very latest on NLP and other cutting edge research Teach Yourself Body Language gives you the knowledge and understanding to be able to use and interpret body language more effectively It includes practical exercises that will enhance your understanding of non verbal communication and it also explores the use of body language in personal and professional situations All aspects of body language are covered including features of the workplace and features exhibited in an international context

Employee Body Language

Revealed Harmony Stalter, 2010-11-15 Only 7 percent of communication is verbal and 38 percent is vocal pitch speed volume tone of voice The largest chunk then 55 percent is visual body language eye contact People form 90 percent of their opinion about you within the first 90 seconds of meeting you Understanding body language is a skill that can enhance your life This understanding can be a plus in the workplace You can know what an employee or co worker thinks and feels by examining their subconscious body language And like the world's best communicators you can have strong body language that reflects confidence competence and charisma This groundbreaking new book will make you an expert on body language You will have the ability to read people's minds Would you like to know if a co worker is interested or attracted to you when an employee or co worker is lying or telling the truth how to make instant friends and persuade and influence others This book contains proven techniques that will make people including employers and co workers like you and trust you You can use your body language to your advantage by transmitting only the messages you want people to receive This specialized book will demonstrate step by step how to use body language to your benefit in the workplace and in everyday situations Atlantic Publishing is a small independent publishing company based in Ocala Florida Founded over twenty years ago in the company president's garage Atlantic Publishing has grown to become a renowned resource for non fiction books Today over 450

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Understanding Body Language in a Week Geoff Ribbens, Richard Thompson, 2000 What does your body language say about you This text examines the relevance and impact of body language in the following managerial settings presenting negotiating appraising interviewing counselling and people management It should help to equip managers with insights and skills to improve everyday aspects of their performance

Artificial Intelligence Harry Collins, 2018-11-30 Recent startling successes in machine intelligence using a technique called deep learning seem to blur the line between human and machine as never before Are computers on the cusp of becoming so intelligent that they will render humans obsolete Harry Collins argues we are getting ahead of ourselves caught up in images of a fantastical future dreamt up in fictional portrayals The greater present danger is that we lose sight of the very real limitations of artificial intelligence and readily enslave ourselves to stupid computers the Surrender By dissecting the intricacies of language use and meaning Collins shows how far we have to go before we cannot distinguish between the social understanding of humans and computers When the stakes are so high we need to set the bar higher to rethink intelligence and recognize its inherent social basis Only if machine learning succeeds on this count can we congratulate ourselves on having produced artificial intelligence

Body Language for Management in a Week: Teach Yourself Geoff Ribbens, Richard Thompson, 2012-07-06 The ability to read people's body language and send out the right signals yourself is crucial to anyone who wants to advance their career Written by Geoff Ribbens and Richard Thompson leading experts on body language this book quickly teaches you the insider secrets you need to know to in order give a successful appraisal The highly motivational in a week structure of the book provides seven straightforward chapters explaining the key points and at the end there are optional questions to ensure you have taken it all in There are also cartoons and diagrams throughout to help make this book a more enjoyable and effective learning experience So what are you waiting for Let this book put you on the fast track to success

Teach Yourself - Presenting for Professionals Philip Baguley, Phil Baguley, Janet Bateman, 2003-04 Teach Yourself Presenting for Professionals was designed to enhance the presentation skills of business professionals It arms readers with an arsenal of proven techniques guaranteed to help make their next presentation interesting persuasive and enjoyable From planning to preparation to delivery it covers all the bases with step by step guidance on everything from researching and writing a presentation voice control posture and dress visual aids and computer aided presentation technologies the use of humor and more

The British National Bibliography Arthur James Wells, 2003

Body Language Andrew Walker, Lisa Scott, Nina Kelly, Kristina Foster, Brian Scott, Alex Gill, 2016-04-09 BOOK 1 Body Language The Ultimate Body Language Guide to Become Body Language Expert in 24 Hours Have you ever been in a conversation and wondered if the other person was

telling the truth Have you ever needed to look and feel more confident at work If you answered yes to either question this ebook is for you In 24 hours you will know all of the common body language signs that tell you if someone may be lying to you or even if someone is definitely in to what you are saying You ll also learn how to look and feel more authoritative at work

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Decoding **Understanding Body Language In A Week**: Revealing the Captivating Potential of Verbal Expression

In a period characterized by interconnectedness and an insatiable thirst for knowledge, the captivating potential of verbal expression has emerged as a formidable force. Its power to evoke sentiments, stimulate introspection, and incite profound transformations is genuinely awe-inspiring. Within the pages of "**Understanding Body Language In A Week**," a mesmerizing literary creation penned by a celebrated wordsmith, readers set about an enlightening odyssey, unraveling the intricate significance of language and its enduring affect our lives. In this appraisal, we shall explore the book is central themes, evaluate its distinctive writing style, and gauge its pervasive influence on the hearts and minds of its readership.

<https://ftp.thebrandexperience.com/book/scholarship/Documents/So%20Fades%20My%20Light%20Curley%20Large%20Print.pdf>

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