



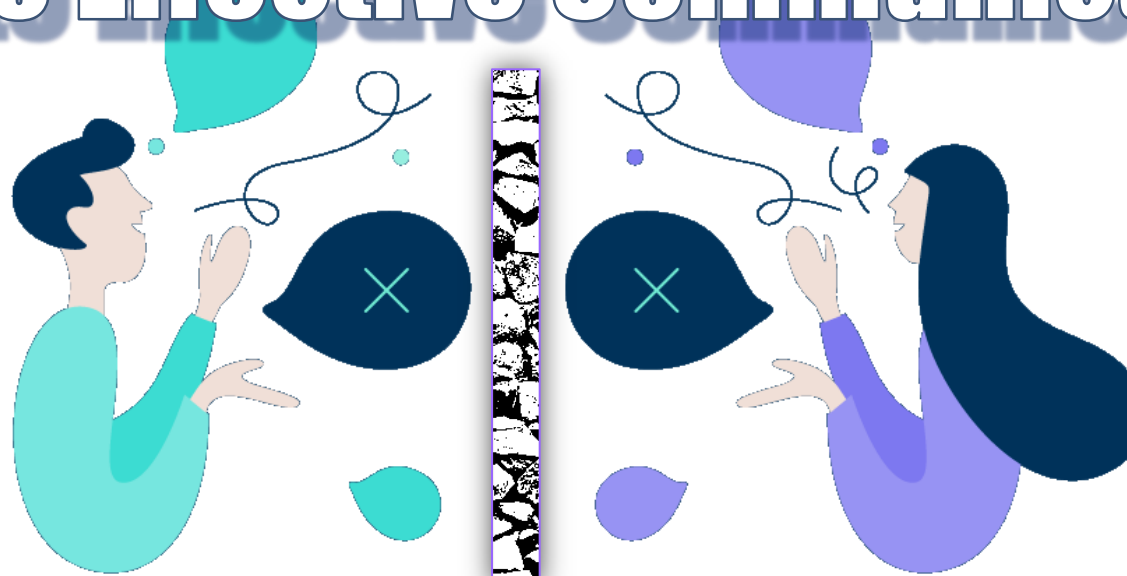
Statistical Capacity Building (StatCaB) Programme
[2019-STATCAB-63001]

'Effective Written Communication Techniques'
INSTAT of Albania
18-19 March 2019



Day 1| Session 3

Barriers to Effective Communication



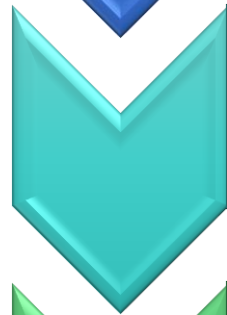
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- **DEFINITION**



- **COMMUNICATION CYCLE**



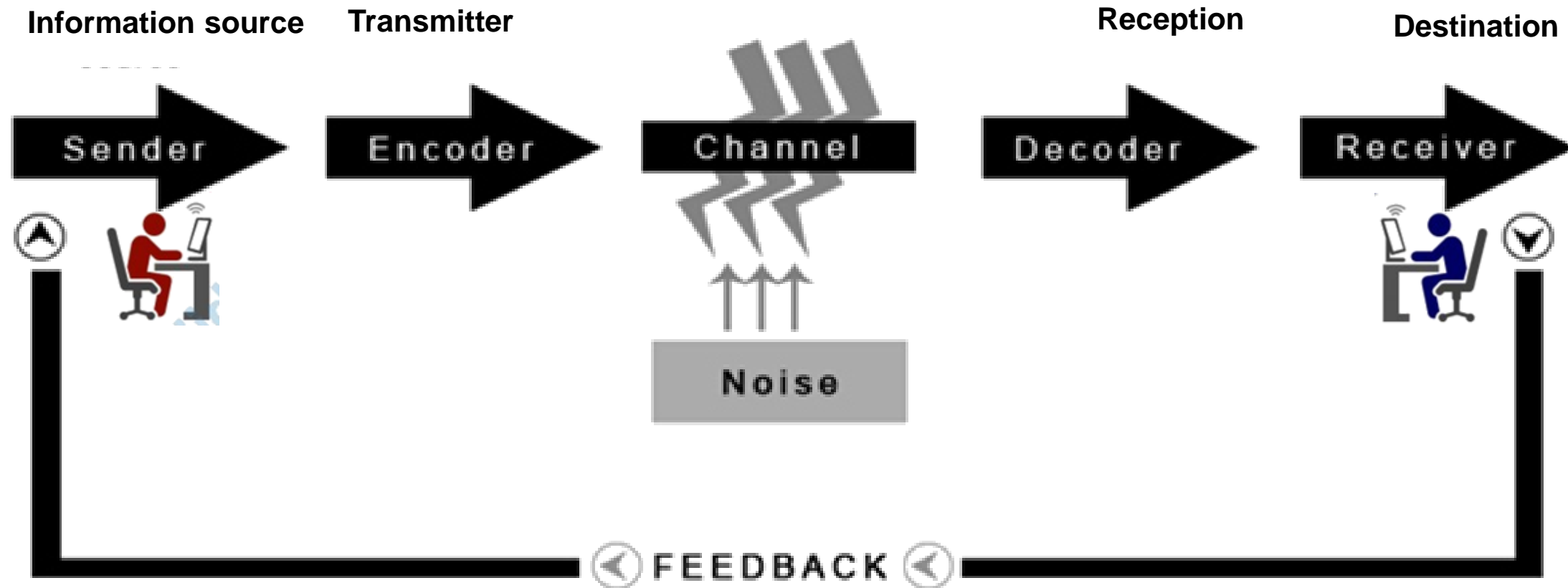
- **BARRIERS TO EFFECTIVE COMMUNICATION**



- **HOW TO OVERCOME BARRIERS OF COMMUNICATION**

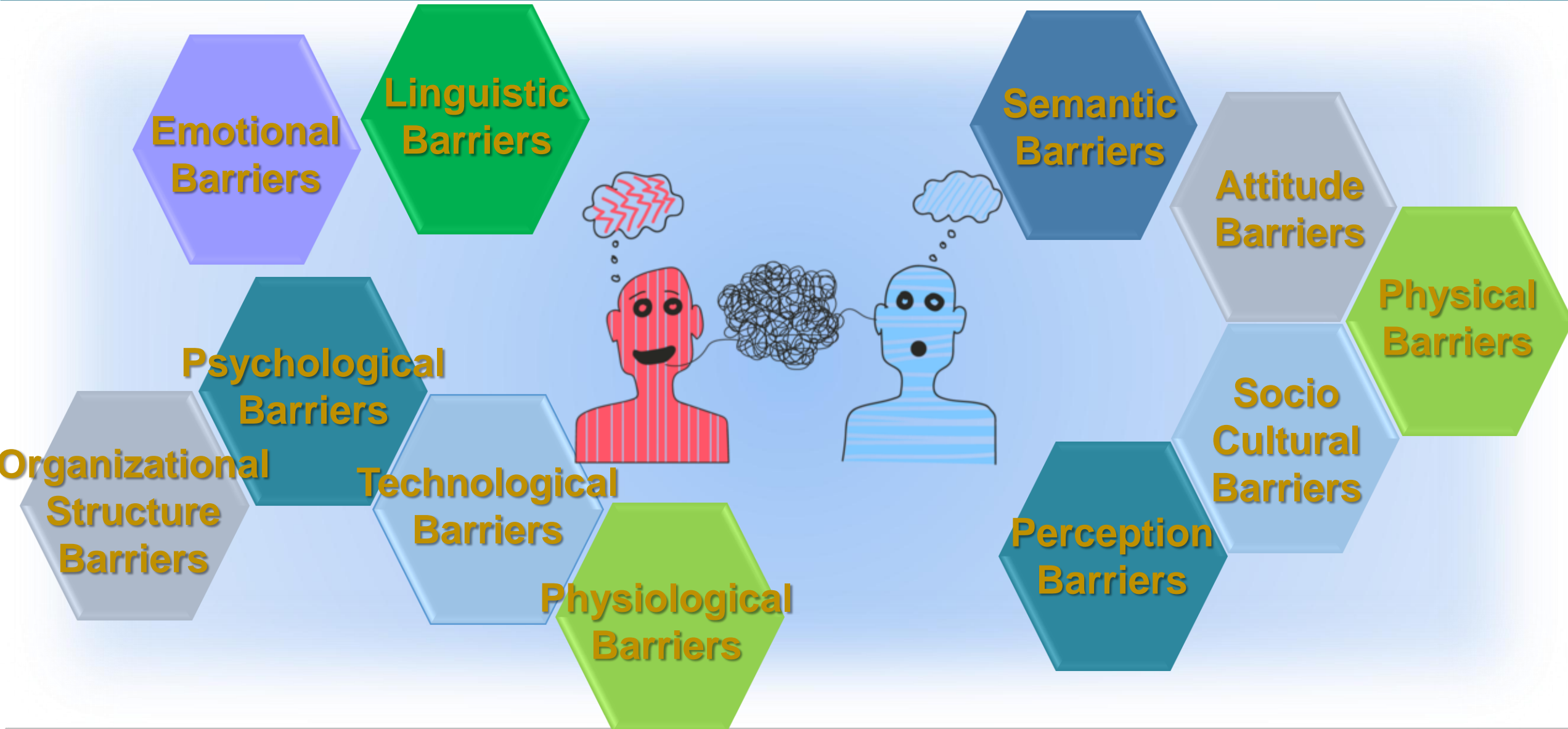
- According to Dr. Suruj Kumar Debnath, defined, “Barriers to communication mean obstacles to the process of communication.
- In the opinion of Louise E. Boone and Others, “Communication barriers are the problems that arise at every stage of the communication process and have the potential to create misunderstanding and confusion.
- According to C. B. Mamoria, “Communication, when it is impeded and does not reach the receiver is often somewhat ineffective and the impediments are known as barriers.”
- Communication barriers are the factors that inhibit the effective flow of information that communication barriers are the factors that inhibit the effective flow of information in the process of communication.
Communication barriers impede the flow of information or create problems in understanding and acceptance of information.

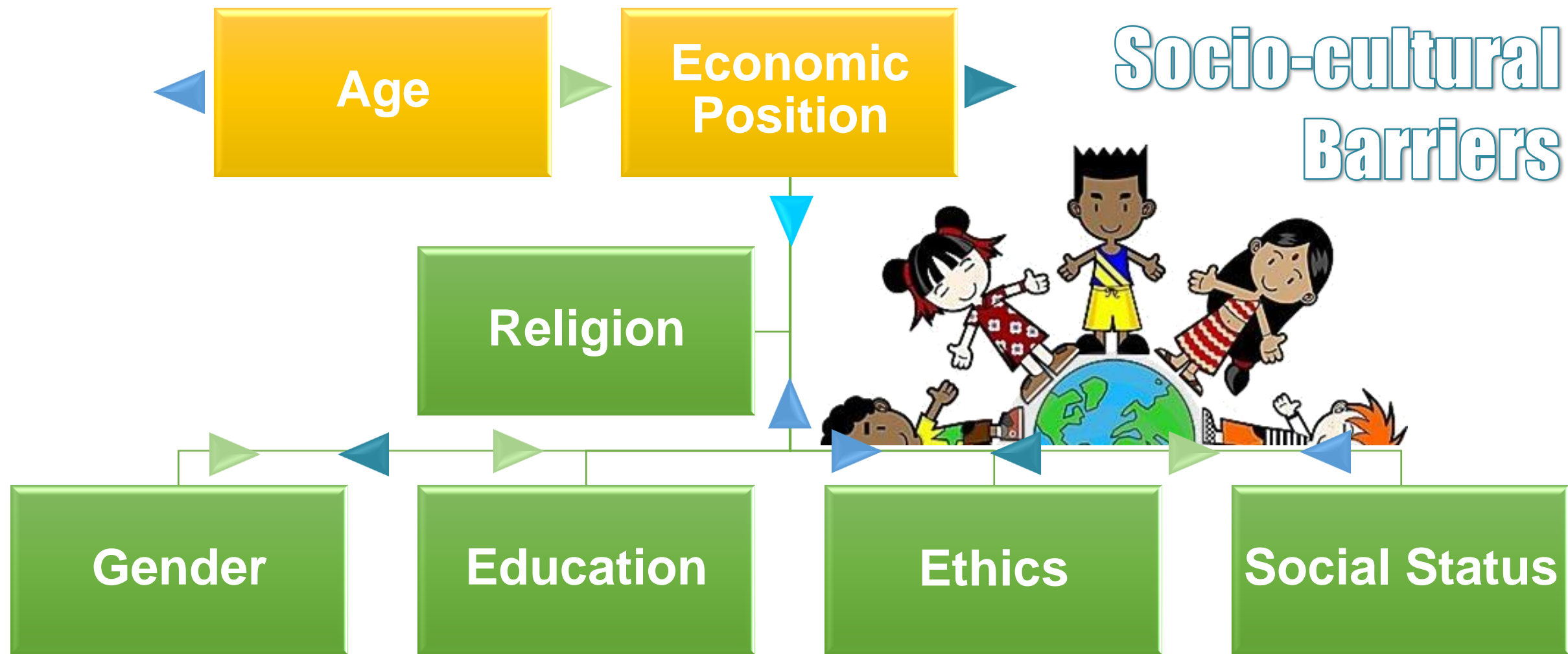
Communication Cycle



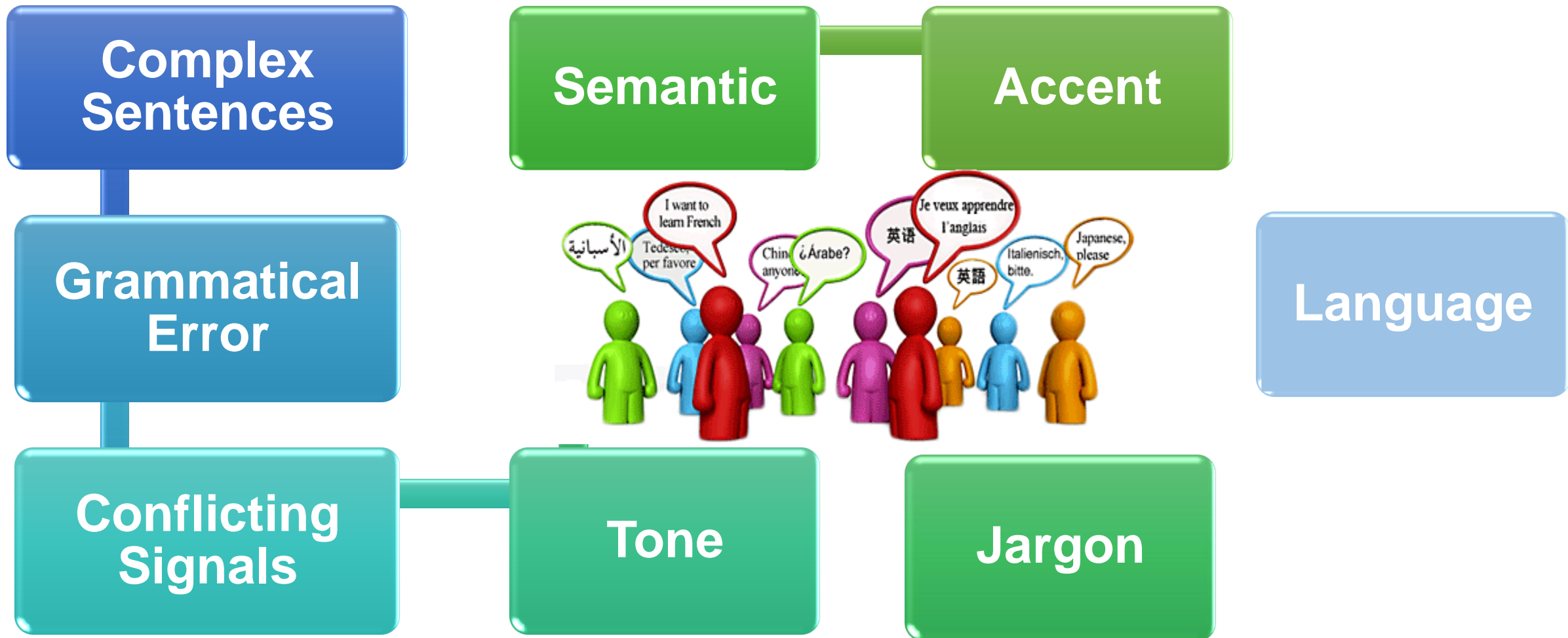
Shannon-Weaver's Model of Communication Cycle

Barriers to Effective Communication





Linguistic Barriers





-

+

Frustration

Perception

Stress

Lack of
attention

Insecurity

Depression

Psychological/
Emotional Barriers

Organizational Barriers

Complexity of
organizational
structure

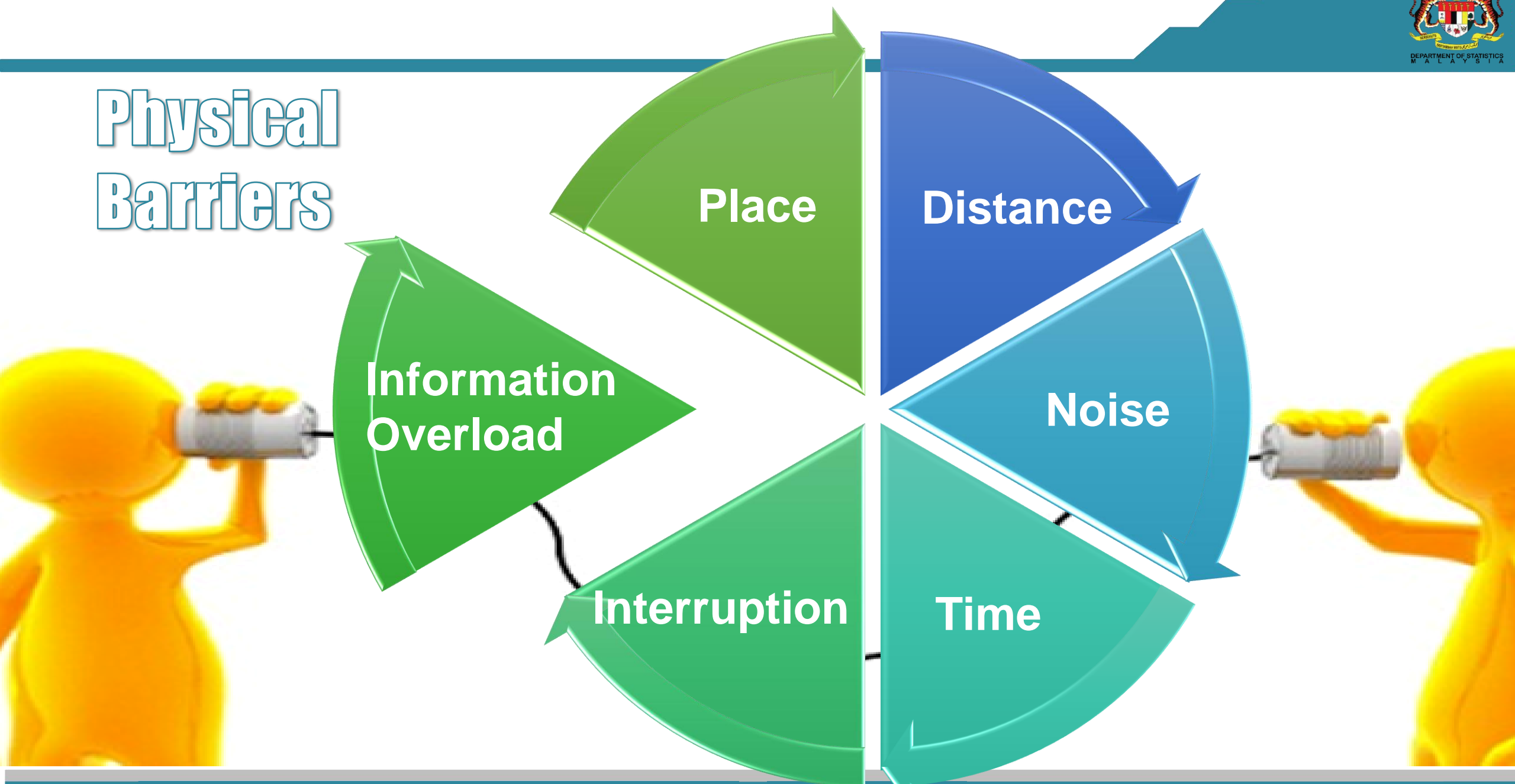
Organizational
policies

Inadequate
facilities

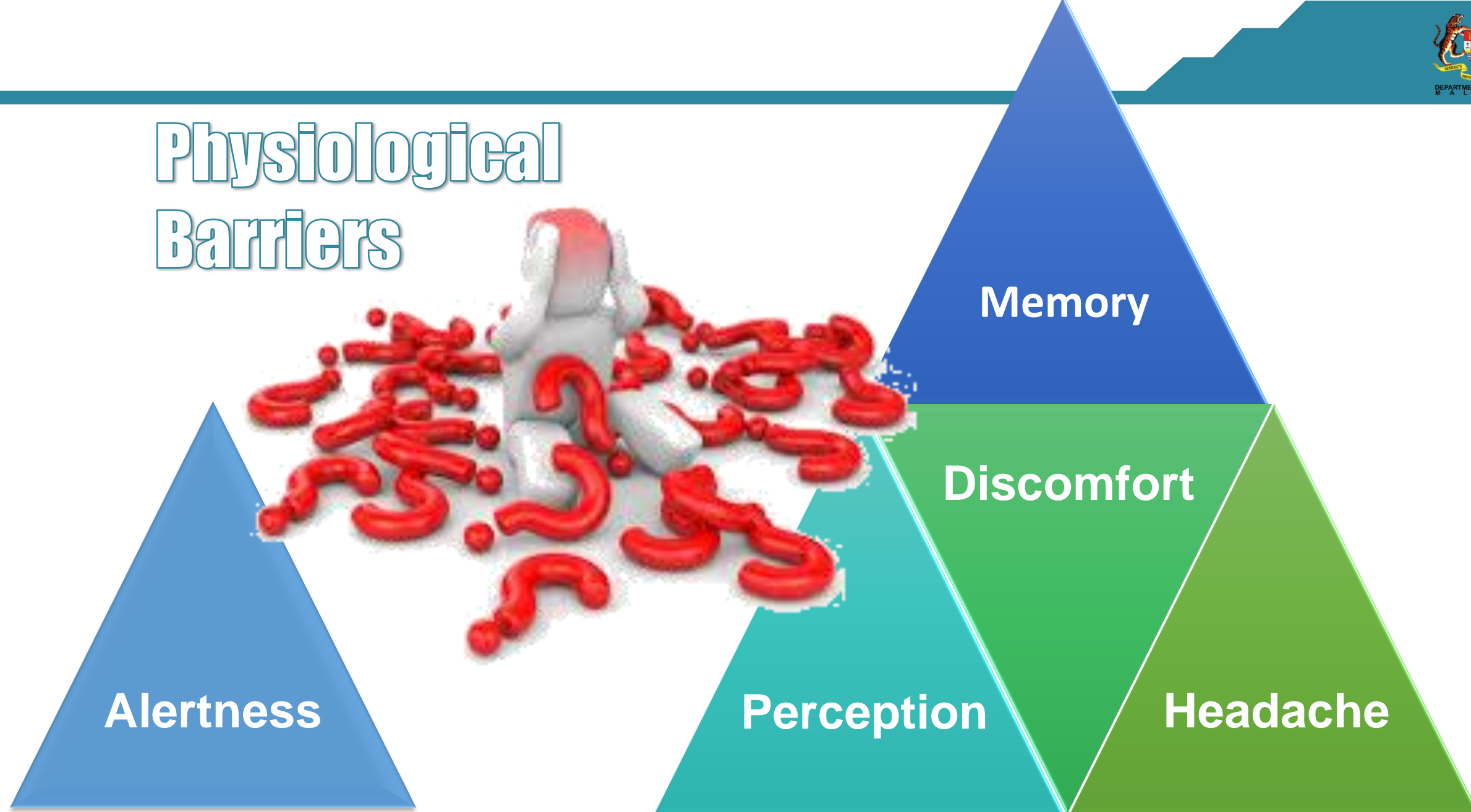
Status difference



Physical Barriers



Physiological Barriers



Technological Barriers

Noise

Lack of
knowledge of
technology

Advancement
in technology

Fear of lack
of security

Connection
fails

Not using
latest
technology

Barriers in Written Communication

**Not
structure
well**

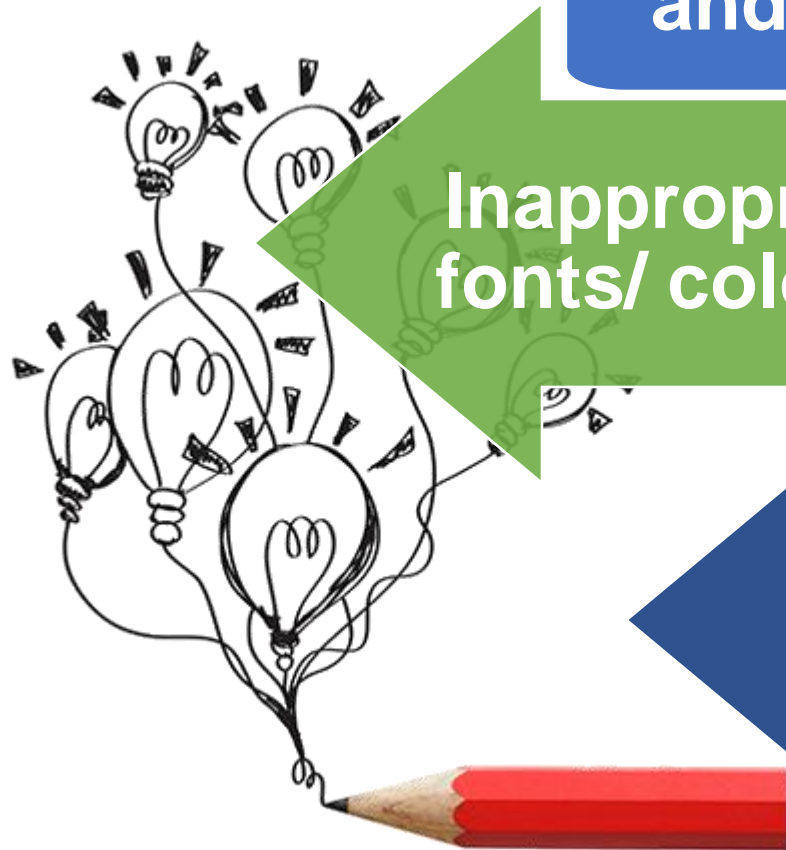
**Contains spelling
and grammar errors**

**Inappropriate
fonts/ colours**

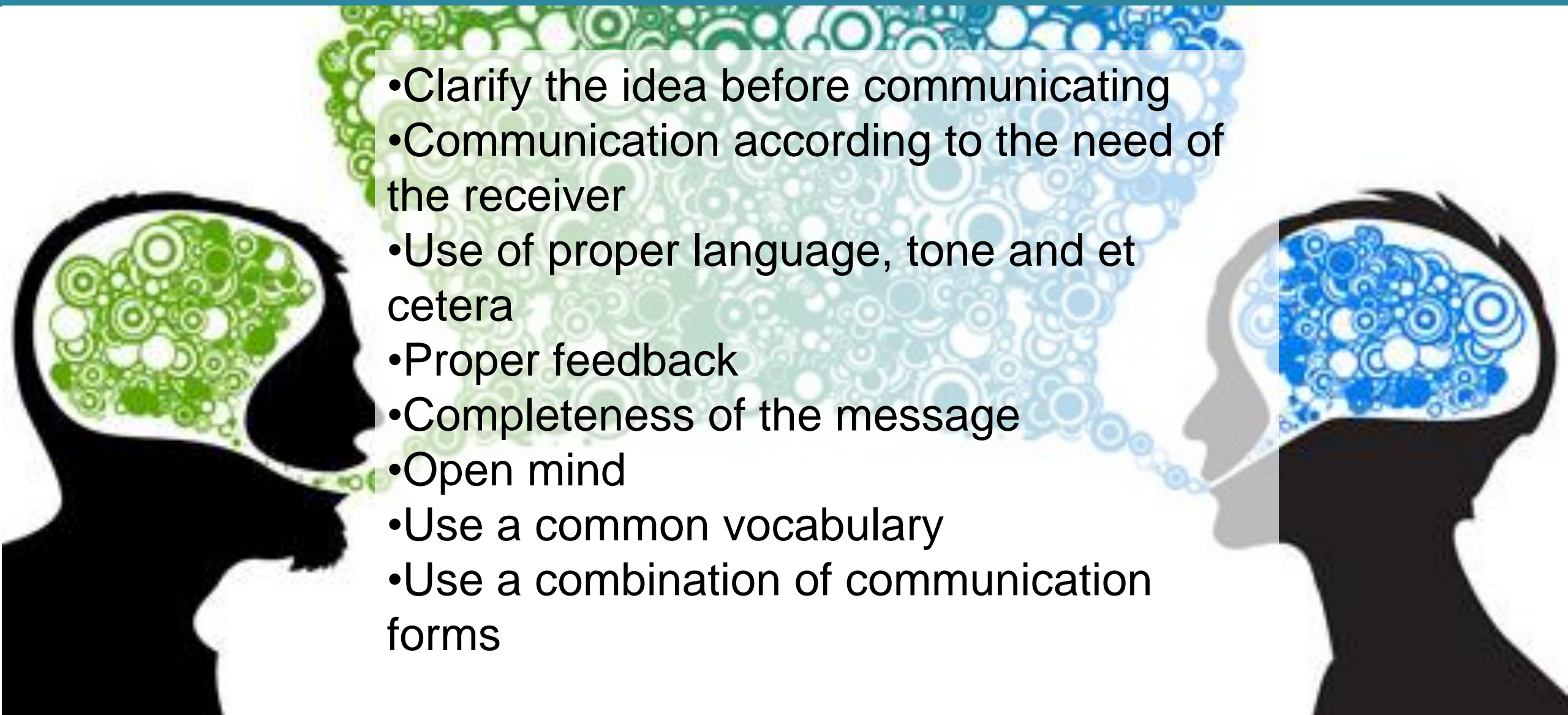
**Key message not
easily identified**

**Text too small/
too large**

**Unclear and
complicated
words**



How to Overcome Barriers of Communication

- 
- Clarify the idea before communicating
 - Communication according to the need of the receiver
 - Use of proper language, tone and et cetera
 - Proper feedback
 - Completeness of the message
 - Open mind
 - Use a common vocabulary
 - Use a combination of communication forms



Welcoming 62nd ISI WORLD STATISTICS CONGRESS 2019



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THANK YOU



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