Communication
(Skill 8)

Effective communication is essential to your success.

"To effectively communicate, we must realize that we are all different in the way we perceive the world and use this understanding as a guide to our communication with others." -Anthony Robbins

"To listen well is as powerful a means of influence as to talk well and is as essential to all true conversation." -Chinese proverb

"What is written without effort is in general read without pleasure." -Samuel Johnson

3. Writing

2. Listening

4. Speaking

5. Public speaking

"You can have brilliant ideas, but if you can’t get them across, your ideas won’t get you anywhere." -Lee Iacocca

6. Meetings

"There are three things to aim at in public speaking: first, to get into your subject, then to get your subject into yourself, and lastly, to get your subject into the heart of your audience." -Alexander Gregg

7. Top 3 book recommendations

"Coming together is a beginning; keeping together is progress; working together is success." -Henry Ford