IIT ROORKEE

NPTEL ONLINE CERTIFICATION COURSE

LECTURE-1

Interpersonal Skills

Dr. Smita jha
Department of Humanities and Social Sciences



- Interpersonal skills are important on variety of levels, in order to improve it, work on your nonverbal communication.

➢ **Questions to improve your interpersonal skills:**

- Seek approval and affirmation from others, but fear criticism?
- Feel as if you are different from other people?
- Have difficulty following a project through from beginning to end?

What are interpersonal skills?

- Interpersonal skills referred to the qualities, we exhibit while interacting with someone.
- Active listening is also part of interpersonal skill.
- Strong interpersonal skills are an incredible asset to success.
- Characteristic traits like attitude, courtesy and manner etc, aid us to communicate and maintain relationship with others.

Why do interpersonal skills matter?

- Without interpersonal skills everyday business would be difficult.
- Recruiters look for candidate who possessed the right interpersonal skills to succeed within the business.
- They are life skills that help you successfully interact with acquaintance, friends and co- workers.
- Good Interpersonal skills keep you at exalted position in all spheres of life.

Strong interpersonal skills

- It helps you to stand out of crowd, whether in college or job interview.
- It enhances employment opportunities.
- People with good communication are effective communicators, great leaders, and efficient managers.
- These skills always help you to reach your goal.