



## Introduction

Communication is a very common term which is used in everyday life but it has no clear definition. Different authors have come up with many definitions of communication but in all those definitions there are common elements that come out, for instance creation of message and passing it to the second party (King, 1979). Communication can therefore be defined as creation of messages and displaying to the receiver for interpretation and then give the feedback in terms of audial or symbolic. There are fundamental elements in human communication, creation of the message or display, interpreting and responding or prediction which is affected by, human relation, human resources, systems and cultural approaches.

Creation of the message is the origin of the message or the beginning of communication process. According to Littlejohn (1999), a message is created by a sender and passed to the receiver and the message can be in form of words, signs, and sounds. The message sent is affected by the way the two parties relate. For instance, when children communicate among themselves, they do it differently as compared when they communicate with their parents or adults. Also in a company, workers who are in the same rank they communicate differently compared to when they associate with their seniors. Culture can also affect creation of the messages for example people communicate differently with their friends compared when they associate with stranger.

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The second step in communication is interpreting the information, since when one receives the message, there is need to understand the meaning of the message. People can interpret the message differently depending on their cultural backgrounds, the way the two parties relate, systems and human resources. Use of sign language, tend to vary from one culture to another for example white color can represent peace, 5 Paragraph Essay Fundamentals Of Human Communication purity, or clean, red color can also represent danger, blood or love depending on the situation or the culture of the individual. human resources also affects the interpretation of the message, if the message is in written, verbal, or visual will affect the interpretation. People interpret well what they see and hear compared what they only hear (Littlejohn, 1999). Verbal communication it can be easily be misinterpreted because it will depend the listening skills of an individual and then the intended meaning is lost.

The last step in in communication is responding or prediction of what the message wants after one has known the intentions of the speaker. The feedback will depend how the message was interpreted. In prediction one must try evaluate the message well in order the response gives the intended meaning. The meaning of the message is according to the receiver's understanding but not the real meaning of the message. The more the information one has about a given circumstance, the better understanding and the more relevant feedback. Response also will depend on the type of communication whether verbal, sign language, or written. Verbal usually calls for immediate response unlike to written message. For example a text message can be responded immediately or later but if is verbal it compels the responded to interpret the message and responds immediately.

In conclusion, communication process is affected by a number of factors which will influence the creation, interpretation and the response. The way people relate, cultural approaches, resources of communication and systems will change their way of communication. All this factors are the primary factors which should be accounted for during communication for effective communication to take place.

### References

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