

# **Improving Your Communication Skills**

October 28, 2003

Emlenton, PA

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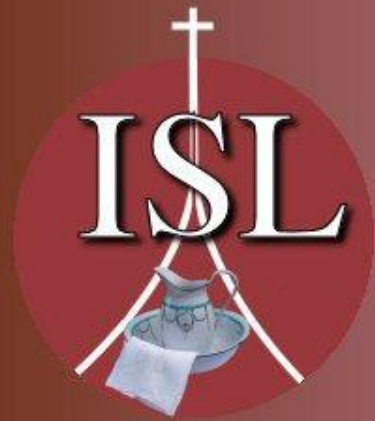
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# Introduction

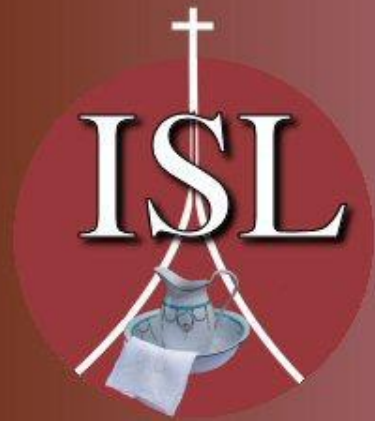
**This module is:**

- **an introduction to communication in general**
- **about making effective presentations**
- **about being more effective in all areas of communication**
- **about "Communication By Objective".**



# Session 1

# What is Communication?



# ASSUMPTIONS:

1. There is a difference between being an orator and a communicator.

An orator is a talented weaver of words.

A communicator is one who helps others to understand.



2. The ability to communicate effectively can and must be developed.

It is a life long journey of constant learning.

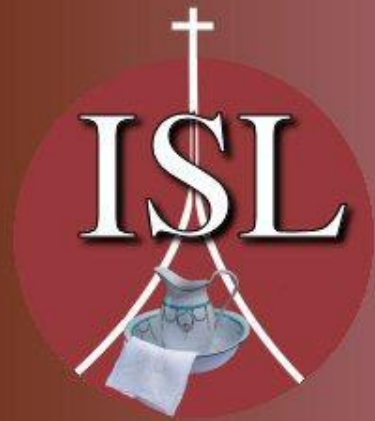
This module is to provide some practical how to's.



3. The motivation of a Christian

communicator must be the 2

Great Commandments.



*Mat 22:36-40 (NIV) ""Teacher, which is the greatest commandment in the Law?" 37 Jesus replied: "'Love the Lord your God with all your heart and with all your soul and with all your mind.' 38 This is the first and greatest commandment. 39 And the second is like it: 'Love your neighbor as yourself.' 40 All the Law and the Prophets hang on these two commandments.""*





## 4. The source of the Christian communicator's message is the Bible.

The Bible is our message and deserves our best efforts.

*2 Tim 3:16-17 (NIV) "All Scripture is God-breathed and is useful for teaching, rebuking, correcting and training in righteousness, 17 so that the man of God may be thoroughly equipped for every good work."*





## 5. The power of Christian communication is alignment with God.

*John 15:5 (NIV) "I am the vine; you are the branches. If a man remains in me and I in him, he will bear much fruit; apart from me you can do nothing."*

*Difference between spiritual communication and other— spiritual impact.*

*Only when we are aligned with God can God's power flow through.*

*The Goal is to allow God's truth to transform lives.*



6. You are open to improving your communication skills.

One of the problems in teaching communication to people who are already doing it is convincing them they need help.



## WHAT IS COMMUNICATION?

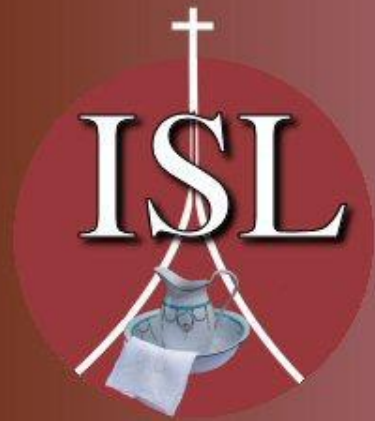
DEFINITION: "Communication is the transfer of meaning from one person to another."



# Application



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## Session 2

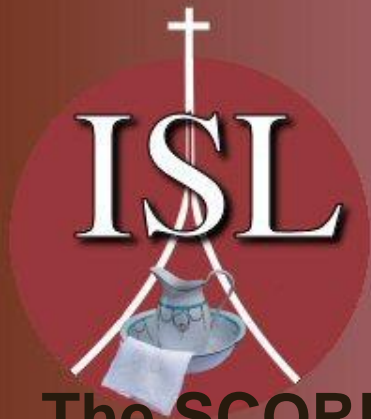
**How Can I Effectively  
Communicate?  
(How can I talk gooder?)**



## Characteristics of effective communication:

1. It is focused.
2. It makes sense.





The **SCORRE** method of communication serves

1. As a **scope** to force you to focus.
2. As a **framework of logic** to force you to make sense.

Using SCORRE forces you to answer questions that provide focus and logic.



## MOST IMPORTANT:

The most important action in preparing to communicate is to answer the question,

**“ What do I want to accomplish ?”**



## PROBLEM:

We usually concentrate on what we want to talk about, instead of what we want to accomplish.



## SCORRE Overview

Establishing a SUBJECT and choosing a single aspect of that subject as a CENTRAL THEME helps the speaker focus on what he/she wants to **talk about**.

Writing an OBJECTIVE forces the speaker to consider the **purpose** of the talk.



Building powerful RATIONALE provides the logical framework for persuasion and encouragement. The RATIONALE should lead the listener to the objective.

RESOURCES bring color and light to the talk and keep the listener interested. They also personalize what might otherwise seem like abstract ideas and facts.



**EVALUATION** causes the speaker to ask,

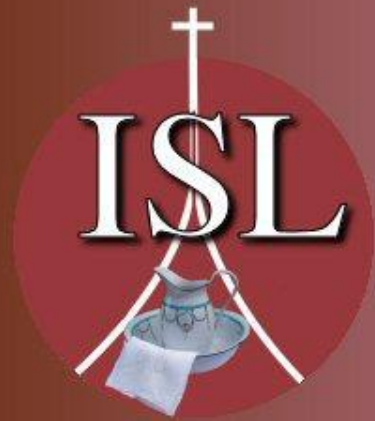
"Do I know what I am talking about ?"

and "Is this worth my listeners' time ?"



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## Session 3

# How to Prepare a Talk



**S** - Subject.

"What do I want to talk about ?



**C** - Central Theme .

"What aspect of this subject do I  
want to talk about ?



# O - Objective .

"What do I want to accomplish ?"

"The Objective statement is the tool used to make the purpose of the message crystal clear."

"Every \_\_\_\_\_ can/should \_\_\_\_\_"

(how or why) by/ because of \_\_\_\_\_.



ENABLING: Every person can...  
Answers the question “ **how** ?”

OBLIGATORY: Every person should...  
Answers the question “ **why** ”

KEY WORD: a plural noun that holds your rationale together and keeps you focused.



# R - Rationale

"How do I want to say it?"

Commonly called points, the rationale logically leads your listeners to your objective.

They must correspond to the key word. The key word describes each rationale.



## R – Resources .

"What can I use to bring color and light to the message?"

Make your audience want to listen, but should never detract from the objective.

Resources include stories, illustrations, quotes, scriptures, body language, humor, testimonies, songs, poems,





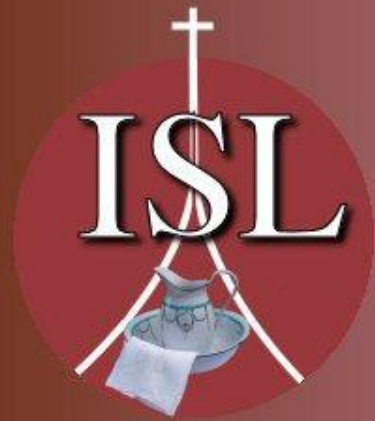
# E - Evaluation .

"Is this the best way to accomplish my objective?"

Evaluation should be constant throughout preparation.



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# Session 4

## How to Apply SCORRE to Scripture



Not a method of study,  
but of preparation and  
presentation.



# 1. Do the Scripture Study.

List possible subjects and objectives  
List thoughts and applications

Example: John 3:16

“For God so loved the world that he gave his one and only Son, that whoever believes in him shall not perish but have eternal life.”



2. Answer: What do I want to talk about?

The S and C of SCORRE.

Example



3. Answer: What do I want to accomplish ?

The O of SCORRE.

What is the objective statement?

"Every \_\_\_\_\_ can/should  
\_\_\_\_\_ (how or why)  
by/ because of \_\_\_\_\_."

Example





4. Answer: What are my rationale ?

The first R of SCORRE.

Example



5. Answer: What are my resources ?

The second R of SCORRE.

Examples



6. Answer: Does this accomplish

God's purpose ?

Is this really what God wants me to say?

Do I know what I'm talking about?

Does this make sense?

Is this worth my audience's time?



## Example 1

*Luke 18:1-8a (NIV)"Then Jesus told his disciples a parable to show them that they should always pray and not give up. 2 He said: "In a certain town there was a judge who neither feared God nor cared about men. 3 And there was a widow in that town who kept coming to him with the plea, 'Grant me justice against my adversary.' 4 "For some time he refused. But finally he said to himself, 'Even though I don't fear God or care about men, 5 yet because this widow keeps bothering me, I will see that she gets justice, so that she won't eventually wear me out with her coming!'" 6 And the Lord said, "Listen to what the unjust judge says. 7 And will not God bring about justice for his chosen ones, who cry out to him day and night? Will he keep putting them off? 8 I tell you, he will see that they get justice, and quickly.""*



**Possible Subjects**

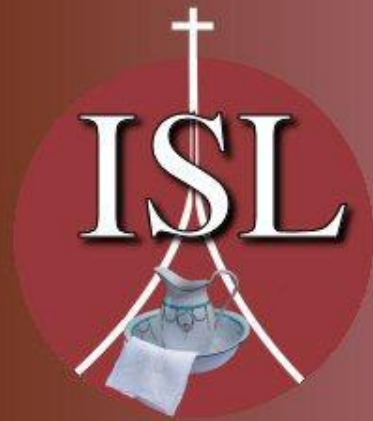
**Possible Central Themes**

**Possible Objectives**

1. PROPOSITION: Every \_\_\_\_\_ can/should  
\_\_\_\_\_ (how or why)

RESPONSE: by/ because of \_\_\_\_\_.

key word



## Example 2

**Luke 18:9-14 (NIV) "To some who were confident of their own righteousness and looked down on everybody else, Jesus told this parable: 10 "Two men went up to the temple to pray, one a Pharisee and the other a tax collector. 11 The Pharisee stood up and prayed about himself: 'God, I thank you that I am not like other men--robbers, evildoers, adulterers--or even like this tax collector. 12 I fast twice a week and give a tenth of all I get.' 13 "But the tax collector stood at a distance. He would not even look up to heaven, but beat his breast and said, 'God, have mercy on me, a sinner.' 14 "I tell you that this man, rather than the other, went home justified before God. For everyone who exalts himself will be humbled, and he who humbles himself will be exalted.'"**



**Possible Subjects**

**Possible Central Themes**

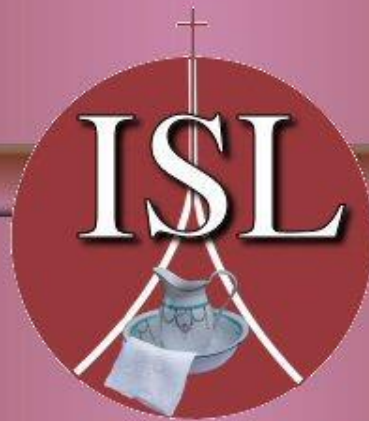
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