



Methods of Forming Personality Tolerance Traits on the Basis of Communication Training

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Abstract: *Personality refers to an individual's characteristics, style, behavior, mindset, attitude, his own unique way of perceiving things and seeing the world. Genetic factors, family backgrounds, varied cultures, environment, current situations play an imperative role in shaping one's personality. The way you behave with others reflects your personality. An individual with a pleasing personality is appreciated and respected by all.*

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Effective Communication skills play a crucial role in honing one's personality. **Communication helps individuals to express themselves in the most convincing way.** Your thoughts, feelings and knowledge should be passed on in the most desirable manner and effective communication skills help you in the same.

A person should speak really well to make a mark of his/her own. Remember, no one would take you seriously if you do not master the art of expressing yourself clearly and in the most convincing manner.

Not all people are blessed with excellent communication skills; they acquire the same with time and practice. **People with great communication skills tend to have a better and impressive personality** than those who have problems in communicating as interacting with others is not a challenge for them. Individuals with effective communication skills can easily converse with other people around be it their fellow workers, peers, family and so on.

Effective communication skills strengthen the bond among individuals. It is also said to improve the interpersonal relationships with other people.

Careful selection of words is essential for effective communication skills. You really need to know what you are speaking. You never know what might hurt the other person. Never even think of being rude to anyone.

Speak convincingly so that the other person understands what you intend to communicate. Your style of speaking has a tremendous impact on your personality. Speaking slowly always helps as it allows you to find appropriate words and also reflects thoughtfulness. Emphasize important and relevant words for the other person to realize the importance.

Speaking confidently is the key to an impressive and great personality. Do not show signs of nervousness while interacting with others. There is no point of being nervous unless and until you

yourself are not sure of what you are speaking. Develop proper eye contact with the other person. Do not look around while interacting with the other person.

Take care of your body language. Correct body language exudes confidence which further hones an individual's personality. Do not fiddle with things around while speaking.

Be very particular about the pronunciation of words. If you are not very sure of how to pronounce a particular word, avoid the same in your speech. Pronouncing words wrongly creates a bad impression on others.

You really do not need to speak with a fake accent to prove that you have excellent communication skills. Avoid copying others. An individual should have his/her own style to stand apart from the rest. Speaking articulately enhances one's personality and makes him/her different from others.

Do not play with words. Never try to fool anyone as you might fall in the trap later on. One should always say things straight to the point.

It is important to be a good and patient listener for effective communication skills. Observe whether the other person is listening to you or not. Allow the other person to speak as well in case of queries or confusions. The process of enhancing one's personality refers to personality development. An impressive personality helps an individual to make a mark of his/her own and also stand apart from the crowd.

Personality development plays an essential role in reducing stress and conflicts not only at the workplace but also at homes and our personal lives. **Personality development teaches an individual to smile even at the times of crisis or unwanted circumstances.**

Flashing your trillion dollar smile not only makes you look good but also makes you popular among other people. A negative statement, if delivered with a smile does not hurt much. Individuals who spend maximum part of the day striving hard to accomplish goals and objectives of organization sometimes even forget to smile. No organization pays you for free. Every manager expects his team members to deliver their level best.

Individuals who have to work really hard to earn their bread and butter are often under stress. They seldom enjoy their lives and eventually lose interest in whatever they do. **People respond to stress differently. Personality development sessions help individuals deal with stress in a mature way.** Never adopt a negative attitude in life. Trust me, it will lead you nowhere. There is absolutely no point crying over spilt milk. Remember *"after every dark night comes a bright morning."*

Never crib over petty issues, rather learn to fight tough times with courage and a smile. Negative people always have a negative answer for every question. **Try to look at the brighter sides of life.** Personality development trainings help you see life from a broader perspective. A positive attitude goes a long way in reducing stress and making the world a better place to live. Personality development prepares an individual for even the worst situations and helps him deal with adverse situations sensibly. **Every problem has a solution.** You just need to be patient enough to find an appropriate solution to the problem. Never lose your cool as it will land you in deeper troubles later on.

Do not spread unnecessary rumours about anyone, be it your manager, fellow workers or anyone else within the system. **Conflicts arise when people backstab each other and spread baseless stories.** One should learn to mind his/her own business. Do not interfere much into anyone else's personal life. How would you feel if someone else shows too much interest in your personal life? Obviously one would feel bad and irritated. Avoid criticizing others. Personality development plays an imperative role in strengthening the relationship among individuals. Be polite to everyone. Respect your fellow workers at workplace. You have no rights to hurt or make fun of any

individual irrespective of his/her income, family background, designation or level in the hierarchy. Readily help others. This way people will speak high of you even in your absence. You need to respect others to gain respect in return. Be a little flexible and broad minded.

Conflicts also arise when individuals carry their ego and personal grudges to work. There is absolutely no place for ego at workplaces. You just can't afford to be rude with your team members just because you had a fight with your girlfriend previous night.

Learn to be a good human being. Personality development not only develops and enhances your outer self but also inner self. Do not try to create problems unnecessarily. You need to be a little adjusting to reduce stress and avoid conflicts.

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