The Three Dimensions of Clear and Effective Communication

The communication that I need to make clearly and effectively:*

Dimension	Consideration	Thoughts, Planning and Strategy**
The message	What do you <i>want</i> to say?	
	What do you <i>need</i> to say?	
	Why do you need to say it?	
The audience	The potential impact.	
	The intellectual bridge.	
	The emotional bridge.	
The delivery	Structure and code.	
	Tone and timing.	
	Measurement and loopback.	

* The more clearly and completely you describe your subject matter and audience, the better you will succeed. **Add extra sheets for thoughts, planning and strategy.

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