# SIXTH CANADIAN EDITION

# Interpersonal Communication

# Relating to Others

Steven A. Beebe Texas State University—San Marcos

Susan J. Beebe Texas State University—San Marcos

> Mark V. Redmond Iowa State University

Terri M. Geerinck Sir Sandford Fleming College

Lisa Salem-Wiseman Humber College



# PEARSON

Toronto

### DEDICATED TO OUR FAMILIES Mark and Matthew Beebe Peggy, Nicholas, and Eric Redmond, and Beth Maroney Skyler, Adelaide, and Rod Manley, **Rachel and Jonathan Salem-Wiseman**

Editor-in-Chief: Michelle Sartor	Compositor: Aptara®, Inc.
Acquisitions Editor: David LeGallais	Permissions Project Manager: Daniela Glass
Marketing Manager: Loula March	Photo Researcher: Marta Johnson,
Program Manager: Joel Gladstone	PreMediaGlobal
Project Manager: Kimberley Blakey	Permissions Researcher: Anna Waluk,
Developmental Editor: Christine Langone	Electronic Publishing Services
Full-Service Project Management: Niraj Bhatt/	Art Director: Zena Denchik
Aptara®, Inc.	Cover Designer: Anthony Leung
Copy Editor: Karen Alliston	Interior Designer: Bill Gillis/Aptara®, Inc.
Proofreader: Stephen Fysh	Cover Image: GettyImages

Credits and acknowledgments for material borrowed from other sources and reproduced, with permission, in this textbook appear on the appropriate page within the text.

Original edition published by Pearson Education, Inc., Upper Saddle River, New Jersey, USA. Copyright © 2015 Pearson Education, Inc. This edition is authorized for sale only in Canada.

If you purchased this book outside the United States or Canada, you should be aware that it has been imported without the approval of the publisher or the author.

Copyright © 2015 Pearson Canada Inc. All rights reserved. Manufactured in the United States of America. This publication is protected by copyright and permission should be obtained from the publisher prior to any prohibited reproduction, storage in a retrieval system, or transmission in any form or by any means, electronic, mechanical, photocopying, recording, or likewise. To obtain permission(s) to use material from this work, please submit a written request to Pearson Canada Inc., Permissions Department, 26 Prince Andrew Place, Don Mills, Ontario, M3C 2T8, or fax your request to 416-447-3126, or submit a request to Permissions Requests at www.pearsoncanada.ca.

10987654321 [WC]

#### Library and Archives Canada Cataloguing in Publication

Beebe, Steven A., 1950-,

Interpersonal communication: relating to others/Steven A. Beebe, Texas State University—San Marcos, Susan J. Beebe, Texas State University-San Marcos, Mark V. Redmond, Iowa State University, Terri M. Geerinck, Sir Sandford Fleming College, Lisa Salem-Wiseman, Humber College.—Sixth Canadian edition.

Revision of: Interpersonal communication : relating to others/Steven A. Beebe ... [et al.].-5th Canadian ed.—Toronto : Pearson Canada, [2010], c2011.Includes bibliographical references and index.ISBN 978-0-205-20799-2 (pbk.)

1. Interpersonal communication—Textbooks. I. Beebe, Susan J., author II. Redmond, Mark V., 1949-, author III. Geerinck, Terri, 1958-, author IV. Salem-Wiseman, Lisa, author V. Title. BF637.C45I68 2013 153.6 C2013-907219-5



# **Brief Contents**

1

# PART ONE

Foundations of Interpersonal Communication

- 1 Introduction to Interpersonal Communication 2
- 2 Interpersonal Communication and Self 30
- 3 Interpersonal Communication and Perception 60
- 4 Interpersonal Communication and Diversity: Adapting to Others 81

# PART TWO

# Interpersonal Communication Skills 111

- 5 Listening and Responding Skills 112
- 6 Verbal Communication Skills 140
- 7 Nonverbal Communication Skills 165
- 8 Conflict Management Skills 193

# PART THREE

Interpersonal Communication in Relationships 223

- 9 Understanding Interpersonal Relationships 224
- 10 Managing Relationship Challenges 246
- 11 Interpersonal Relationships at Home and at Work 275



Preface xii

# PART ONE Foundations of Interpersonal Communication

### 1 Introduction to Interpersonal Communication 2

#### What Is Interpersonal Communication? 3

Interpersonal Communication Is a Distinctive Form of Communication 4

 RECAP: The Continuum Between Interpersonal Communication and Impersonal Communication 5

Interpersonal Communication Involves Mutual Influence Between Individuals 5

Interpersonal Communication Helps Us Manage Our Relationships 5

#### ▶ RECAP: Comparing Key Definitions 6

# Why Is Interpersonal Communication Important? 6

Improve Relationships with Family 6

Improve Relationships with Friends and Lovers 6

Improve Relationships with Classmates and Colleagues 7

Improve Your Physical and Emotional Health 7

IN CANADA: What Skills Will I Need for Employment? 7

#### The Communication Process 8

Human Communication as Action: Message Transfer 8

Human Communication as Interaction: Message Exchange 9

Human Communication as Transaction: Message Creation 11

RECAP: An Evolving Model for Interpersonal Communication 12

#### Electronically Mediated Interpersonal Communication 12

Comparing Electronically Mediated Communication with Face-to-Face Communication 12

Understanding Electronically Mediated Communication 16

RECAP: Theories of Electronically Mediated Communication 18

#### Principles of Interpersonal Communication 18

1

#### RELATING TO OTHERS IN THE 21ST CENTURY: Text me 19

Interpersonal Communication Connects Us to Others 19

Interpersonal Communication Is Irreversible 20

Interpersonal Communication Is Complicated 20

Interpersonal Communication Is Governed by Rules 21

Interpersonal Communication Involves Both Content and Relationship Dimensions 22

#### Improving Your Own Interpersonal Communication Competence 23

Become Knowledgeable 24

Become Skilled 24

Become Motivated 24

Become Adaptable 24

Become Ethical 24

Become Other-Oriented 25

- APPLYING AN OTHER-ORIENTATION to Being a Competent Interpersonal Communicator 26
- UNDERSTANDING DIVERSITY: Cultural Differences Can Lead to Misinterpretation 27

STUDY GUIDE: Review, Apply, and Explore 28

### 2 Interpersonal Communication and Self 30

# Self-Concept: Who Do You Think You Are? 31

- BUILDING YOUR SKILLS: Who Are You? 32
- RECAP: Who You Are Is Reflected in Your Attitudes, Beliefs, and Values 32

Are You Conscious of Who You Are? 33

One or Many Selves? 33

- BUILDING YOUR SKILLS: Dimensions of Your Self 34
- ▶ RECAP: William James's Dimensions of Self 35

How Your Self-Concept Develops 35

- IN CANADA: A Long Journey Home 37
- RELATING TO OTHERS IN THE 21ST CENTURY: Your "Online Self" and Your "Offline Self" 38
- Self-Esteem: Your Self-Worth 40

#### Improving Your Self-Esteem 40

- Practise Positive Self-Talk 41
- Visualize a Positive Image of Yourself 41
- Avoid Comparing Yourself with Others 41
- Reframe Appropriately 42
- Develop Honest Relationships 42
- Let Go of the Past 42
- Seek Support 43
- RECAP: Strategies for Improving Your Self-Esteem 43

#### Self and Interpersonal Relationships 43

- Self and Others 44
- Self and Your Future 44
- Self and Interpretation of Messages 45
- Self and Interpersonal Needs 46
- Self and Communication Style 46
- BUILDING YOUR SKILLS: Sociocommunicative Orientation 47
- RECAP: How Self-Concept and Self-Esteem Affect Interpersonal Communication and Relationships 48

#### Self-Disclosure: Connecting Self to Others Through Talk 48

Understanding the Depth and Breadth of Self-Disclosure: The Social Penetration Model 48

UNDERSTANDING DIVERSITY: Cultural Differences in Self-Disclosure 50

Understanding How We Learn About Ourselves from Others: The Johari Window Model of Self-Disclosure 50

#### Characteristics of Self-Disclosure 51

Self-Disclosure Guidelines 57

APPLYING OTHER-ORIENTATION to Self and Interpersonal Communication 57

STUDY GUIDE: Review, Apply, and Explore 58

### 3 Interpersonal Communication and Perception 60

#### Understanding Interpersonal Perception 61

Stage One: Selecting62Stage Two: Organizing63Stage Three: Interpreting65

RECAP: The Interpersonal Perception Process 65

#### Perceiving Others 65

Interpreting the Behaviour of Others 67

- IN CANADA: Michaëlle Jean 68
- UNDERSTANDING DIVERSITY: The Power of Perspective 70
- RECAP: How We Organize and Interpret Interpersonal Perceptions to Perceive Others 70

# Identifying Barriers to Accurate Perceptions 72

We Stereotype 72

We Ignore Information 72

We Overgeneralize 72

We Oversimplify 73

We Impose Consistency 73

We Focus on the Negative 73

RELATING TO OTHERS IN THE 21ST CENTURY: Stereotyping Others Online 74

We Blame Others, Assuming They Have Control 74 We Avoid Responsibility 75

RECAP: Barriers to Accurate Perceptions 76

#### Improving Your Perceptual Skills 76

Link Details with the Big Picture 76

Become Aware of Others' Perceptions of You 77

Check Your Perceptions 77

Become Other-Oriented 77

Be Sensitive to Cultural Differences 78

APPLYING OTHER-ORIENTATION to Interpersonal Perception 78

STUDY GUIDE: Review, Apply, and Explore 79

### 4 Interpersonal Communication and Diversity: Adapting to Others 81

# Understanding Diversity: Describing Our Differences 82

IN CANADA: A Diversity Almanac 83

Sex and Gender 83

Sexual Orientation 84

Race and Ethnicity 85

Age 85

Social Class 87

#### Understanding Culture: Describing Our Mental Software 88

Cultural Elements 88

#### Contents

How We Learn Our Culture 88

Cultural Values 89

RECAP: Cultural Values 91

Cultural Contexts 91

RECAP: The Nature of Culture 92

#### Barriers to Effective Intercultural Communication 92

Ethnocentrism 93

RELATING TO OTHERS IN THE 21ST CENTURY: Making Intercultural E-connections 94

Different Communication Codes 94

Stereotyping and Prejudice 95

IN CANADA: Minorities in Canada: Is Discrimination Still a Problem? 96

Assuming Similarity 97

Assuming Differences 97

RECAP: Barriers to Effective Intercultural Communication 98

#### Improving Intercultural Competence 98

Developing Bridging Strategies 99

Developing Knowledge: Strategies to Understand Others Who Are Different from Us 99

RECAP: Develop Knowledge to Enhance Understanding 101

Developing Motivation: Strategies to Accept Others 101

- UNDERSTANDING DIVERSITY: Tao: A Universal Moral Code 102
- RECAP: Develop Motivation to Accept Others 103

Developing Skills: Strategies to Adapt to Others Who Are Different from Us 103

- RECAP: Develop Skill to Adapt to Others 106
- APPLYING OTHER-ORIENTATION to Diversity: The Platinum Rule 107

STUDY GUIDE: Review, Apply, and Explore 109

# PART TWO Interpersonal Communication Skills 111

### 5 Listening and Responding Skills 112

Listening Defined 113

Selecting 113

Attending 114

Understanding 114

Remembering 115

Responding 115

RECAP: What Is Listening? 115

#### Listening Styles 115

RELATING TO OTHERS IN THE 21ST CENTURY: Overcoming Contemporary Listening Challenges 116

People-Oriented Listeners 116

Action-Oriented Listeners 116

Content-Oriented Listeners 117

Time-Oriented Listeners 117

Understanding Your Listening Style 117

#### Listening Barriers 118

Being Self-Absorbed 118

• UNDERSTANDING DIVERSITY: Who Listens Better, Men or Women? 119 Unchecked Emotions 119 Criticizing the Speaker 120 Differing Speech Rate and Thought Rate 120 Information Overload 120

IN CANADA: Are Cell Phones in the Classroom a Valuable Learning Tool or an Unnecessary Distraction? 121

External Noise 121

Listener Apprehension 122

▶ RECAP: Overcoming Barriers to Listening 122

Improving Listening Comprehension Skills 122

- Stop 123
- Look 123
- Listen 124
- RECAP: How to Improve Your Listening Skills 125

#### Improving Empathic Listening Skills 125

Social Decentring: Imagining What Your Partner Is Thinking 126

Empathizing: Imagining What Your Partner Is Feeling 126

▶ RECAP: How to Be an Empathic Listener 127

- BUILDING YOUR SKILLS: Responding with Sympathy and Empathy 127
- Improving Critical Listening Skills 128
  - Assess Information Quality 128
  - Avoid Jumping to Conclusions 128

#### Improving Responding Skills 129

- Provide Well-Timed Responses 129
- Provide Useful Information 130
- Avoid Unnecessary Details 130
- Be Descriptive Rather Than Evaluative 130
- RECAP: Suggestions for Improving Responding Skills 130

# Enhancing Empathic Responding Skills 130

Paraphrase Emotions 131

Express Helpful Social Support 132

#### Enhancing Skills in Confirming Others 134

Confirming Responses 134

Disconfirming Responses 135

APPLYING OTHER-ORIENTATION to Listening and Responding Skills 137

STUDY GUIDE: Review, Apply, and Explore 138

#### 6 Verbal Communication Skills 140

#### Understanding How Words Work 141

Words Are Symbols 141

Words Communicate Denotative and Connotative Meaning 142

Words Communicate Concrete or Abstract Meaning 143

Words Are Arbitrary 143

Words Are Culture-Bound 143

#### Recognizing the Power of Words 144

Words Create Perceptions 144

Words Influence Thoughts 145

Words Shape and Reflect Culture 145

IN CANADA: Labels Are Words That Affect Our Evaluation of Others 146

Words Affect the Quality of Our Interpersonal Relationships 147

#### Word Barriers 147

Bypassing: One Word, Multiple Meanings147Lack of Precision: Uncertain Meaning148Allness: Overgeneralized Meaning149Static Evaluation: Rigid Meaning149

Polarization: Extreme Meaning 150

Biased Language: Insensitivity Toward Others 150

RECAP: Word Barriers and How to Avoid Them 153

# Using Words to Establish Supportive Relationships 153

Describe Your Own Feelings Instead of Evaluating the Behaviour of Others 154

BUILDING YOUR SKILLS: Practise Using "I" Language 155

Solve Problems Instead of Trying to Control Others 155

Be Genuine Rather Than Manipulative 155

Empathize Instead of Remaining Detached from Others 155

COMMUNICATION AND EMOTION Expressing Your Emotions 156

Be Flexible Rather Than Rigid Toward Others 156 Present Yourself as Equal Rather Than Superior 157

RECAP: Using Supportive Communication and Avoiding Defensive Communication 158

Words of Apology: When You've Not Been Other-Oriented 158

#### Words of Assertion 159

▶ RECAP: Assertiveness vs. Aggressiveness 160

Behaving Assertively: Five Steps 160

- BUILDING YOUR SKILLS: How to Assert Yourself 161
- RELATING TO OTHERS IN THE 21ST CENTURY: Using Words to Relate to Others Online 162
- APPLYING OTHER-ORIENTATION to Enhancing Your Verbal Skills 162

STUDY GUIDE: Review, Apply, and Explore 163

### 7 Nonverbal Communication Skills 165

# Why Learn About Nonverbal Communication? 166

Nonverbal Messages Are the Primary Way to Communicate Our Feelings and Attitudes 166

Nonverbal Messages Are Usually More Believable Than Verbal Messages 167

Nonverbal Messages Work with Verbal Messages to Create Meaning 168

People Respond and Adapt to Others Through Nonverbal Messages 168

Nonverbal Communication Plays a Major Role in Interpersonal Relationships 169

RECAP: Reasons to Study Nonverbal Communication 170

# The Challenge of Interpreting Nonverbal Messages 170

Nonverbal Messages Are Often Ambiguous 170 Nonverbal Messages Are Continuous 170

- UNDERSTANDING DIVERSITY: Cultural and Gender Differences in Interpreting Nonverbal Messages 171
- Nonverbal Interpretation Is Culture-Based 172

# Understanding Nonverbal Communication Codes 172

Body Movement and Posture 172

- IN CANADA: Rules for Nonverbal Communication in Canada 172
- RECAP: Categories of Movement and Gestures 175
- Eye Contact 175

Facial Expressions 176

Vocal Cues 177

Personal Space 178

RECAP: Edward T. Hall's Classification of Spatial Zones 179

Touch 180

Appearance 180

RECAP: Codes of Nonverbal Communication 181

#### Interpreting Nonverbal Communication 181

Immediacy: Communicating Liking 181

RELATING TO OTHERS IN THE 21ST CENTURY: Communicating Nonverbal Meta-messages Online 182

Arousal: Communicating Responsiveness 182

Dominance: Communicating Power 183

RECAP: Dimensions for Interpreting Nonverbal Behaviour 184

# Improving Your Skill in Interpreting Nonverbal Messages 184

Consider Nonverbal Cues in Context 185

Look for Clusters of Nonverbal Cues 185

Consider Past Experiences When Interpreting Nonverbal Cues 185

Check Your Perceptions with Others 186

RECAP: How to Check Your Perceptions of Others' Nonverbal Cues 186

Be Aware That the Nonverbal Expression of Emotion Is Contagious 187

```
Look for Cues That May Communicate Lying 187
```

BUILDING YOUR SKILLS: Practising Nonverbal Perception Checking 187

# Improving Your Skill in Expressing Nonverbal Messages 188

Be Mindful of Your Nonverbal Behaviour 188 Observe Others' Reactions to Your Nonverbal Behaviour 189

Ask Others About Your Nonverbal Behaviour 189 Practise Your Nonverbal Behaviour 189

- APPLYING OTHER-ORIENTATION to Nonverbal Communication 190
- STUDY GUIDE: Review, Apply, and Explore 191

### 8 Conflict Management Skills 193

#### What Is Conflict? 194

IN CANADA: Family Violence in Canada 195

Conflict as a Process 195

RECAP: Understanding Conflict as a Process 197 Conflict Triggers 197

#### Conflict Myths 198

Conflict Is Always a Sign of a Poor Interpersonal Relationship 198

Conflict Can Always Be Avoided 199

Conflict Always Occurs Because of Misunderstandings 199

Conflict Can Always Be Resolved 199

RECAP: Conflict Myths 199

#### Conflict Types 199

Pseudo-conflict: Misunderstandings 200

• UNDERSTANDING DIVERSITY: Masculine and Feminine Conflict Styles 200

Simple Conflict: Different Stands on the Issues 201

Ego Conflict: Conflict Gets Personal 201

RECAP: Types of Conflict 202

#### Conflict and Power 202

Power Principles203Power to Persuade204Power Negotiation205

#### Conflict Management Styles 205

Avoidance 206 Accommodation 207 Competition 208 Compromise 209 Collaboration 209

- RECAP: Conflict Management Styles 210
- RELATING TO OTHERS IN THE 21ST CENTURY: Managing Conflict Online 211

Conflict Management Skills 211

Manage Your Emotions 212 Manage Information 214 Be Empathic 216 Manage Goals 216

Manage the Problem 217

- BUILDING YOUR SKILLS: Communicating with Prickly People 219
- APPLYING OTHER-ORIENTATION to Conflict Management 220

STUDY GUIDE: Review, Apply, and Explore 221

# PART THREE Interpersonal Communication in Relationships 223

### 9 Understanding Interpersonal Relationships 224

#### Interpersonal Relationships Defined 225

Shared Perception 226

Ongoing Connection 226

Relational Expectations 226

Interpersonal Intimacy 227

#### Types of Interpersonal Relationships 228

Circumstance or Choice 228

Power 228

#### Genesis of Interpersonal Relationships: Attraction 229

Factors Leading to Short-Term Initial Attraction 230 Factors Leading to Both Short-Term Initial Attraction and Long-Term Maintenance Attraction 231

- UNDERSTANDING DIVERSITY: Dating Customs Around the World 232
- IN CANADA: Are People Who Live Alone Lonelier Than People Who Live with a Spouse or Partner? 233

# Stages of Interpersonal Relationship Development 233

RECAP: Genesis of Interpersonal Relationships: Attraction 234

Relational Escalation 235

- Relational De-escalation 237
- BUILDING YOUR SKILLS: Graphing Your Relationship Changes 238

# Theories of Interpersonal Relationship Development 239

Social Exchange Theory 239

Dialectical Theory 240

RELATING TO OTHERS IN THE 21ST CENTURY: Self-Disclosure 242

- RECAP: Theories of Interpersonal Relationship Development 242
- APPLYING OTHER-ORIENTATION to Understanding Interpersonal Relationships 243

**STUDY GUIDE:** Review, Apply, and Explore 244

### 10 Managing Relationship Challenges 246

#### Relationship Challenges 247

Violations of Relational Expectations: Failure Events and Interpersonal Transgressions 247

Physical Separation and Distance 250

BUILDING YOUR SKILLS: Forgiveness 251

Relationships That Challenge Social Norms 252

BUILDING YOUR SKILLS: Friends with a Difference 252

#### The Dark Side of Interpersonal Communication and Relationships 253

Deception 253

Communication That Hurts Feelings 256

Jealousy 257

Obsessive Relational Intrusion and Stalking 259

RELATING TO OTHERS IN THE 21ST CENTURY: Avoiding Cyberstalking and EMC Abuse 260
Relational Violence 261

Relational Violence 261

#### De-escalating and Ending Relationships 262

- RECAP: The Dark Side of Interpersonal Communication and Relationships 262
- IN CANADA: Stalking: It's a Crime 263

Signs of Relationship Problems 263

• UNDERSTANDING DIVERSITY: Gender and Ending Relationships 264

Repair and Rejuvenation of Relationships 265

#### Contents

The Decision to End a Relationship 265

How Relationships End 266

Reasons for De-escalating and Ending Relationships 267

- UNDERSTANDING DIVERSITY: Empathy and Sexual Orientation 268
- A Model of Ending Relationships 268
- Strategies for Ending Relationships 269
- RECAP: Strategies for Ending Relationships 270 Strategies for Post-dissolution Recovery 271
- APPLYING OTHER-ORIENTATION to Relationship Challenges 272

STUDY GUIDE: Review, Apply, and Explore 273

### 11 Interpersonal Relationships at Home and at Work 275

Interpersonal Relationships at Home 276

Family Defined 277

Family Types 277

Two Models of Family Interaction 278

BUILDING YOUR SKILLS: Identifying Your Family System 279

Improving Family Communication 282

▶ RECAP: How to Improve Family Relationships 284

Specific Family Relationships 284

RELATING TO OTHERS IN THE 21ST CENTURY: Networked Families 285

Interpersonal Relationships at Work 288

IN CANADA: Workplace Skills in a Global Economy 288

Workplace Friendships 290

Workplace Romances 291

Upward Communication: Talking with Your Boss 291

UNDERSTANDING DIVERSITY: Male and Female Interactions in the Workplace 292

Downward Communication: Talking with Your Subordinates 293

Horizontal Communication: Talking with Your Colleagues 294

Outward Communication: Talking with Your Customers 294

- BUILDING YOUR SKILLS: Other-Orientation at Home and at Work 295
- APPLYING OTHER-ORIENTATION to Family and Workplace Relationships 295

STUDY GUIDE: Review, Apply, and Explore 296

Notes 299

Index 311

х



### In Canada

What Skills Will I Need for Employment? 7

A Long Journey Home 37

Michaëlle Jean 68

A Diversity Almanac 83

Minorities in Canada: Is Discrimination Still a Problem? 96

Are Cell Phones in the Classroom a Valuable Learning Tool or an Unnecessary Distraction? 121

Labels Are Words That Affect Our Evaluation of Others 146

Rules for Nonverbal Communication in Canada 172

Family Violence in Canada 195

Are People Who Live Alone Lonelier Than People Who Live with a Spouse or Partner? 233

Stalking: It's a Crime 263

Workplace Skills in a Global Economy 288

### **Building Your Skills**

Who Are You? 32 Dimensions of Your Self 34 Sociocommunicative Orientation 47 Responding with Sympathy and Empathy 127 Practise Using "I" Language 155 How to Assert Yourself 161 Practising Nonverbal Perception Checking 187 Communicating with Prickly People 219 Graphing Your Relationship Changes 238 Forgiveness 251 Friends with a Difference 252 Identifying Your Family System 279 Other-Orientation at Home and at Work 295

### **Communication and Emotion**

Expressing Your Emotions 156

# Relating to Others in the 21st Century

Text Me 19 Your "Online Self" and Your "Offline Self" 38 Stereotyping Others Online 74 Making Intercultural E-connections 94 Overcoming Contemporary Listening Challenges 116 Using Words to Relate to Others Online 162 Communicating Nonverbal Meta-messages Online 182 Managing Conflict Online 211 Self-Disclosure 242 Avoiding Cyberstalking and EMC Abuse 260 Networked Families 285

### Understanding Diversity

Cultural Differences Can Lead to Misinterpretation 27 Cultural Differences in Self-Disclosure 50 The Power of Perspective 70 Tao: A Universal Moral Code 102 Who Listens Better, Men or Women? 119 Cultural and Gender Differences in Interpreting Nonverbal Messages 171 Masculine and Feminine Conflict Styles 200 Dating Customs Around the World 232 Gender and Ending Relationships 264 Empathy and Sexual Orientation 268 Male and Female Interactions in the Workplace 292

### Applying An Other-Orientation

To Being a Competent Interpersonal Communicator 26

To Self and Interpersonal Communication 57

- To Interpersonal Perception 78
- To Diversity: The Platinum Rule 107
- To Listening and Responding Skills 137
- To Enhancing Your Verbal Skills 162
- To Nonverbal Communication 190
- To Conflict Management 220

To Understanding Interpersonal

Relationships 243

- To Relationship Challenges 272
- To Family and Workplace Relationships 295



The world does not revolve around you. While that may seem obvious, we believe that this un-profound observation has profound implications for the study of interpersonal communication: *At the heart of quality interpersonal relationships is an emphasis on others*. A focus on others rather than on oneself has been the hallmark of most volunteer, community, and faith movements in the world for millennia. Yet this book is not about religion or philosophy. It's about how to enhance the quality of your interpersonal communication with others.

This book takes an other-oriented approach to interpersonal communications. Becoming other-oriented is not a single skill but rather a collection of skills and principles designed to increase your sensitivity to and understanding of others. Being other-oriented doesn't mean you abandon your own thoughts, ignore your feelings, and change your behaviour only to please others; that would not only be unethical, it would also be an ineffective approach to developing genuine, honest relationships with others. An other-oriented person is self-aware as well as aware of others. As we stress throughout the book, true empathy, emotional intelligence, and sensitivity are possible only when we feel secure about our own identities.

Becoming other-oriented is a mindful process of considering the thoughts, needs, feelings, and values of others rather than focusing exclusively on oneself. This process involves all the classic principles and skills typically taught in interpersonal communication courses—listening, providing feedback, using conflict management skills and verbal and nonverbal skills—and places additional emphasis on the importance of the perceptions, thoughts, attitudes, beliefs, values, and emotions of others.

The importance of being other-oriented was the foundation of the first five Canadian editions of *Interpersonal Communication: Relating to Others*, and it continues as the central theme of the sixth Canadian edition.

# Why You Need This New Edition

We have written this book for Canadian college and university students who are seeking to enhance their interpersonal communication and relationships. While retaining the strengths that readers seem to value most—an easily accessible style, our otheroriented approach, and a balance of theory and skills—this new edition gave us the opportunity to add fresh examples and research throughout and to fine-tune every feature, activity, and illustration. Here are six good reasons to give this new edition a close look!

1. Enhanced other-oriented approach: The importance of being other-oriented was the foundation of the first five well-received Canadian editions of *Interpersonal Communication: Relating to Others*, and it continues to be the central theme of the sixth edition. Other-orientation has been more fully explored and integrated throughout the book in numerous text discussions and examples, and it is highlighted by several new features that emphasize its importance and its application to everyday communication. We have introduced a new margin feature, called "Being Other-Oriented," that appears throughout the book; it connects the other-orientation to get students thinking about how other-oriented their own communication is. We have also added a new summary section to the end of each chapter, called "Applying an Other-Orientation to the chapter content.

- 2. Increased emphasis on technology: The line between face-to-face and electronically mediated communication (EMC) has become increasingly blurred as we text, email, and Skype with our friends and share the latest news and views via Facebook, MySpace, LinkedIn, Twitter, and blogs. In this edition we explore the ever-increasing role of technology in interpersonal communication and its implications for our daily communication and relationships with others. While this content is integrated throughout the text, we have also added an extensive discussion of EMC in Chapter 1. In addition, we have developed a new feature in this edition, "Relating to Others in the 21st Century," which focuses on research conclusions about the ways in which technology is changing how we relate to and interact with others. It also offers practical applications of research relating to such issues as online stereotyping and what to self-disclose online.
- 3. **Increased emphasis on diversity:** Inherent in our other-oriented approach is the understanding that people differ in significant ways. It is because of these differences that we need skills and principles that allow us to develop links to other people and encourage us to establish meaningful interpersonal relationships with them. The last two decades have brought a significant expansion of our understanding of the role of differences in culture, age, gender, sexual orientation, religion, political perspectives, and other points of view in people's ability to connect with others.

Communication occurs when people find commonalities in meaning that transcend their differences. In a revised Chapter 4 (formerly Chapter 8), "Interpersonal Communication and Cultural Diversity," we not only identify barriers to competent intercultural communication but also present strategies to bridge the chasm of differences that too often divide rather than unite people. In addition, we distill research conclusions and communication strategies for understanding differences in the "Understanding Diversity" features in every chapter. But our discussion of diversity is not merely window dressing; through examples, illustrations, and research conclusions liberally woven throughout the book, we identify ways to become other-oriented despite differences we encounter in people of the other gender or of other cultures or ideologies.

- 4. New Review, Apply, and Explore feature at the end of each chapter: New endof-chapter material includes key terms with page numbers, critical thinking questions and questions about ethics, application activities, and lists of relevant resources help you review, apply, and explore key chapter concepts.
- 5. New and updated discussions, research findings, and examples: New material throughout the book covers such provocative topics as emotional intelligence and how to measure it, hate speech, listening in the 21st century, the dark side of the Internet, meta-messages and online communication, and networked families and co-workers.
- 6. Increased and updated Canadian content: *Interpersonal Communication* continues to supply Canadian contexts to provide "at home" relevance to all the topics covered in the book and to facilitate personal identification with these lessons by Canadian students. These objectives are achieved through the following features:
  - New and updated examples, photographs, statistics, and stories to reflect contemporary Canadian society
  - Updated "In Canada . . ." boxes reflecting new information and research

- Excerpts from reports of noted Canadian research institutions
- Presentation of relevant Canadian statistics
- Quotations and anecdotes from prominent Canadians
- Photos that are identifiably Canadian (e.g., Canadian personalities, sports figures, locations)

### **Our Partnership with Instructors**

As important as we think a textbook is, it is only one tool that facilitates student learning. In the sixth Canadian edition of *Interpersonal Communication: Relating to Others*, we continue our tradition of offering a wide variety of instructional resources to help instructors teach and students learn principles and skills of interpersonal communication.

Built into the book is a vast array of pedagogical features:

- Chapter-opening quotations that provide a captivating initial focal point for each chapter
- Chapter learning objectives
- Comprehensive outlines of key content
- "Understanding Diversity" features that highlight applications of interpersonal communication in a diverse world
- "Building Your Skills" features that help students see the connection between knowing and doing
- New "Becoming Other-Oriented" features that help students understand the signature theme of the book
- New "Relating to Others in the 21st Century" features to help students understand how technology changes how we relate to others.
- Liberal use of "Recap" features to help students remember the essence of key concepts and terms
- Icons within the text that link the content of the book to a wealth of interpersonal communication resources and practice material available online at MyCommunicationLab
- A marginal glossary of all boldface terms in the text
- End-of-chapter questions that focus on critical thinking and ethics to spark thought and class discussion

#### Instructor Supplements

- An *Instructor's Resource Manual* includes teaching suggestions, suggested course syllabi, and guidelines for using the complete teaching–learning package.
- A *Test Item File* is available in Microsoft Word or in computerized format in MyTest for Windows<sup>®</sup> and Macintosh<sup>®</sup>.
- PowerPoint® Presentations can be used to enhance lectures and tutorial instruction.

**CourseSmart for Instructors** CourseSmart goes beyond traditional expectations—providing instant, online access to the textbooks and course materials you need at a lower cost for students. And even as students save money, you can save time and hassle with a digital eTextbook that allows you to search for the most relevant content at the very moment you need it. Whether it's evaluating textbooks or creating lecture notes to help students with difficult concepts, CourseSmart can make life a little easier. See how when you visit www.coursesmart.com/instructors.

#### Student Supplements

**MyCommunicationLab** MyCommunicationLab provides students with a wealth of resources, including:

- Chapter exams that assess your understanding of the material covered in each of the chapters
- A custom study program that creates a personalized study plan using the eText and based on your chapter exam results
- A multimedia library that includes video and audio files to help students understand interpersonal communication
- Video quizzes that test students' knowledge of specific topics related to interpersonal communication
- Other interpersonal communication resources including podcasts and access to both classic and contemporary speeches
- Access to MySearchLab, Pearson Canada's fully searchable online collection of academic and popular journals

MyCommunicationLab also includes the Pearson eText, which gives students access to the text whenever and wherever they have access to the Internet. eText pages look exactly like the printed text and offer powerful new functionality for students and instructors. Users can create notes, highlight text in different colours, create bookmarks, zoom, click hyperlinked words and phrases to view definitions, and view the text in single-page or two-page format. The Pearson eText allows for quick navigation to key parts of the eText using a table of contents and provides full-text search. The eText may also offer links to associated media files, enabling users to access videos, animations, or other activities as they read the text.

Student access codes for MyCommunicationLab can be purchased at www. mycommunicationlab.ca.

**CourseSmart for Students** CourseSmart goes beyond traditional expectations—providing instant, online access to the textbooks and course materials you need at an average savings of 50%. With instant access from any computer and the ability to search your text, you'll find the content you need quickly, no matter where you are. And with online tools like highlighting and note-taking, you can save time and study efficiently. See all the benefits at **www.coursesmart.com/students**.

## Acknowledgements

The authors are grateful to those colleagues who acted as reviewers for this sixth Canadian edition, including Jacquie Bouchard, Northern Lakes College; Lynne Brennan, George Brown College; Scott Campbell, Nova Scotia Community College; Mary Close, Canadore College; Mariana Duckitt Roy, Centennial College; Dianna Fong Lee, Conestoga College; Christopher M. Gee, Northwest Community College; Kim Ann Laush, Mohawk College; Donna McRae-Murphy, Eastern College; Dan Meloche, Algonquin College; Colleen Thomas, George Brown College; Shawn Untinen, Confederation College; and Donna White, Nova Scotia Community College.