

# **GROUP COMMUNICATION**

**Group communication applies to groups containing between three and 20 people. Communication between two people is a dialog, and larger groups are unable to use group communication effectively. Quality group communication involves a facilitator and group members with a sense of belonging, common goals and mutual respect. Both verbal and nonverbal communication are components of group communication.**

## CONFERENCE, SEMINAR, WORKSHOP

**A Conference** refers to a formal meeting where participants exchange their views on various topics. Conference can take place in different fields, and it need not be academic in nature all the time. Thus, we have parent teacher conferences, sport conferences, a trade conference, a conference of journalists, conference of doctors, a conference of research scholars, and so on. A conference is a meeting that has been prearranged and involves consultation and discussion on a number of topics by the delegates. Conference and symposium are similar events where speakers come together and give their opinions on a chosen subject. Symposium can be described as a smaller conference that gets over in a single day with a lesser number of delegates.

**A Seminar** is a form of academic instruction, either at a university or offered by a commercial or professional organization. It has the function of bringing together small groups for recurring meetings, focusing each time on some particular subject, in which everyone present is requested to actively participate. The Instructor has prepared the concepts and techniques they will present and discuss through a combination of visual materials, interactive tools or equipment, and demonstrations. It includes some take home material for the participants that relates to the lecture. A full laboratory phase is not a requirement.

**A Workshop** includes all the elements of the Seminar, but with the largest portion being emphasized on “hand-on-practice” or laboratory work. The Lab work is designed to reinforce, imprint and bring forward an immediate functioning dimension to the participant’s eye and hands by implementing and practicing the actual concept or technique that was taught through the lecture and demonstration process.