

## MAIN UNITS VERBAL COMMUNICATION

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**Abstract:** Communication is an important aspect and oral communication is an integral parts of our life and the most common form of life in oral communication we mainly use words to convey an information or message to another person. Phonemes are the smallest units in language , they are used to separate one word from another .

**Key words:** Communication , information , words, meaning , structure, use,refers, contex .

### Introduction

Communication is an essential aspect of human life, and verbal communication is one of the most common forms of communication. Verbal communication is the use of words to convey a message or information from one person to another. It is a complex process that involves several units. In this article, we will discuss the main units of verbal communication.

### Phonemes:

Phonemes are the smallest units of sound that make up a language. They are the building blocks of words and are used to distinguish one word from another. For example, the word "cat" and "bat" differ by only one phoneme, which is the initial sound of each word. In English, there are 44 phonemes, and they are combined to form words.

### Morphemes:

Morphemes are the smallest units of meaning in a language. They are combined to form words and convey meaning. For example, the word "unhappy" has two morphemes, "un" and "happy." The prefix "un" means "not," and the root word "happy" means "feelinLexemes:

Lexemes are the basic units of vocabulary in a language. They are words that have a specific meaning and are used to convey information. For example, the words "book," "table," and "computer" are lexemes.g pleasure or contentment."

**Syntax:**

Syntax refers to the rules that govern the structure of sentences in a language. It includes word order, sentence structure, and the use of punctuation. Correct syntax is necessary for effective communication.

**Semantics:**

Semantics refers to the meaning of words and sentences in a language. It includes the denotative (literal) meaning and the connotative (figurative) meaning. For example, the word "snake" has a denotative meaning of a long, legless reptile, and a connotative meaning of danger or deceitfulness.

**Pragmatics:**

Pragmatics refers to the social context in which language is used. It includes the speaker's intentions, the listener's interpretation, and the relationship between the speaker and the listener. For example, the phrase "Can you pass me the salt?" can be a polite request or a demanding command, depending on the context and tone of voice.

In conclusion, verbal communication is a complex process that involves several units, including phonemes, morphemes, lexemes, syntax, semantics, and pragmatics. Understanding these units is essential for effective communication in any language.

Verbal communication is a critical part of our daily interactions, and it's essential to understand its main units. These units consist of words, tone, volume, and pace.

The words we choose to use can affect how our message is received by others. Using polite and respectful language can help establish positive relationships, while aggressive language can create discord.

Our tone of voice also plays a significant role in verbal communication. The tone can convey our emotions and attitudes, impacting how we're perceived by others. For instance, a sincere tone may help establish trust, while a sarcastic tone can be perceived as disrespectful.

Volume is another primary unit of verbal communication. The volume of our voice can express our level of confidence and the emotions we're feeling. For instance, speaking loudly can show enthusiasm, while speaking softly can signal fear or insecurity.

Lastly, the pace at which we speak can impact how our message is perceived. Speaking too quickly can make our message unclear, while speaking too slowly can create boredom or disinterest.

There are a large number of different verbal communication skills. They range from the obvious (being able to speak clearly, or listening, for example), to the more subtle (such as reflecting and clarifying). This page provides a summary of these skills, and shows where you can find out more. It is important to remember that effective verbal communication can not be fully isolated from non-verbal communication: your body language, tone of voice and facial expressions.

**Improving Verbal Communication: More Advanced Techniques** There are a number of tools and techniques that you can use to improve the effectiveness of your verbal communication. These include reinforcement, reflection, clarification, and questioning. Reinforcement is the use of encouraging words alongside non-verbal gestures such as head nods, a warm facial expression and maintaining eye contact.

In conclusion, understanding the main units of verbal communication can help us effectively convey our message to others. By being mindful of our word choice, tone, volume, and pace, we can ensure that our message is received and understood by others. If you want to explore more about effective communication, try our Forever Voices -- a groundbreaking AI platform that allows you to engage in 2-way audio discussions with AI personas. Thanks for reading!

**References Language shock** : Understading the culture of conversation.

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