

Communication is an indispensable element in human relationships. Humans interact with one another through communication. The term communication is derived from the Latin word (communis, which means common). Therefore, communication is defined as an exchange of facts, ideas, opinions, or emotions to create mutual understanding. It is the sum of all things one person does in order to create understanding in the minds of others. Communication is a process of transmitting and receiving verbal and non verbal messages that produce a response. Communication is considered effective when it achieves the desired reaction or response from the receiver, simply stated, communication is a two way process of exchanging ideas or information between human beings.