

A photograph of two people, a man and a woman, sitting on a rocky surface outdoors. They are both wearing dark jackets and glasses, and appear to be in conversation. The man is on the left, wearing a dark jacket with a 'NORTH FACE' logo. The woman is on the right, wearing a white cap and a dark jacket. The background shows a blurred mountain landscape under a blue sky. The text '7 Principles to Balanced & Effective Communication' is overlaid in a large, teal font across the top half of the image.

# 7 Principles to Balanced & Effective Communication

The Balance Tree



## WELCOME

Thanks for taking the time to download the **7 Principles to Balanced & Effective Communication**.<sup>(c)</sup> We developed these Principles to help you gain amazing communication skills that will lead to beautiful, balanced & effective relationships.

We are Jaye & Ricci Barros, married for over 30 years with 3 adult children and 3 grandchildren. Coming from Corporate backgrounds we now run our own online business to help others gain clarity, unlock their true potential and live their dream plan. We want this for you too!

Below are 3 of the Principles which form part of our Online Workshop "7 Principles to Balanced & Effective Communication". For more information on this Workshop and a free Video Introduction to the full 7 Principles go to [www.thebalancetree.com.au](http://www.thebalancetree.com.au)

We know these Principles will make a difference in your communication and in your relationships and we are excited to share these techniques with you!

*Jaye & Ricci Barros*  
Your Effective Life Team

# COMMUNICATION

## 2 Rapport



Building rapport is key to any relationship. It involves a number of components and applications. First up you need to be aware and present with the other person. Observe what they do and how they behave then get in sync with their behaviour.

**Here's an easy way to start:** Match their breathing or eye blinking pattern. This works from newborns to adults! We'll show you more amazing techniques like this in the Workshop.

## 4 Processing



Do you look towards the end result and all the possibilities (Big Picture) or are you checking the facts and making a spreadsheet (Details)? Knowing these two processes helps you understand and communicate effectively.

**Try this:** Look out the window ... what do you see? If you look towards the horizon, you're Big Picture. If you see the smudges on the glass, you're Details! What if you are one and your partner or child is the other? Good question because this often leads to conflict. We'll show you why being opposite is empowering!

## 6 Avoid



Knowing what NOT to say is as important as knowing what to say! Words like "but" and "why" can create a negative tone and turn a conversation into something you didn't intend.

**Practice this:** Swap "but" for "and" to make your conversations will be more effective. We'll show you other words and phrases to avoid to help your communication take off!

# WANT MORE ?

FOLLOWING THIS WE RECOMMEND

## COMMUNICATION WORKSHOP

### WHAT WILL YOU GAIN?

- the ability to strengthen your relationships
- language skills for successful conversations
- a positive mindset
- the power of positive and effective communication
- the clarity and balance to unlock your true communication potential

[www.thebalancetree.com.au](http://www.thebalancetree.com.au)



# TESTIMONIALS



Great to complete with your partner to recognise and achieve balance and effective communication as a unit.

— **Joanne & Patrick**

My wife is using this ... at work with great results. It is a mindshift and she has taken to it like a duck to water.

— **Mark H**



It was really good. Clear, simple, with food for thought without setting expectations ... It is Do-able! And principles that can be practiced in real life situations.

— **R Mason**

I did the TWO courses today. They were fab, I really enjoyed them. Holding my attention in these things is not easy, I am fast-paced and bore so easily, so the split screen of visuals and Jaye on the side was great!

— **Jess N**