

INTERPRETING BODY LANGUAGE

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GOALS

- Define Body Language
- •Learn the difference between a signal and a gesture.
- Understand congruent and incongruent body language
- Learn how body language guides and governs conversation
- Learn about the four zones of personal space

WHAT IS BODY LANGUAGE?

- Speaking without words
- Gestures, postures, facial expressions, eye contact
- Use our personal space
- Signals
- Can be different one culture to the next
- Gestures



CONGRUENCE VS INCONGRUENCE

- •Gestures and words don't match
- Actions and signals don't match
- Actions speak louder than words





BODY LANGUAGE CAN DIFFER!

- Cultural differences
- Developmental differences
- Psychological differences

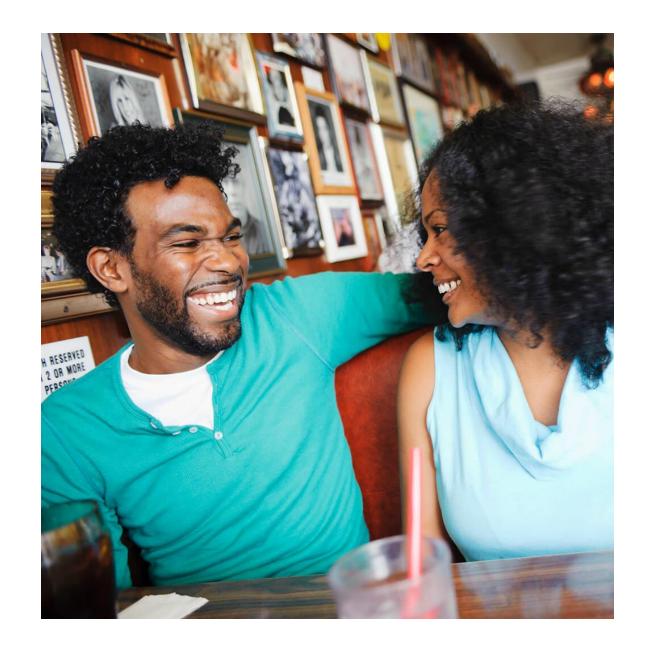
OTHER NON-VERBAL BODY LANGUAGE

- Eye contact
 - Essential non-verbal cue
 - Helps guide conversation
 - Three seconds
- Avoids eye contact
 - Lack of interest
- Women make more eye contact



THE EYES CAN SAY A LOT

- Eyes can convey a lot of information about someone's mood and level of interest
- Blinking
- Under stress
- Suggests dishonesty
- Working through a difficult problem, feeling uncomfortable, afraid or worried
- Pupil dilation
- Feel positively toward something or someone
- Romantic attraction
- Angry of afraid
- Don't like something



THE EYES CAN SAY A LOT

Gaze direction

- Follow what you're interested in
- Working through a problem, recalling info or memories and thinking about something difficult

Eye blocking

- Covering your eyes with a hand, closing your eyes briefly
- Rubbing eyes, squinting
- Unconscious
- Irritated, distressed, faced with something they don't want to do
- Suggest disagreement or reluctance



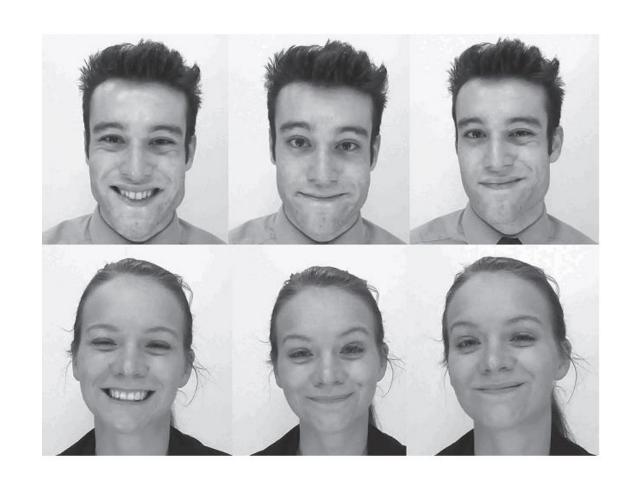
FACIAL EXPRESSIONS

- •Smiling is one of the basics
- •Tongue-showing
- •Suggests deep concentration and desire not to be disturbed



DECODING THE MOUTH

- •If someone's smiling, that's a good sign, right?
- Smiles
 - Genuine
 - Insincere
 - Partial smile
 - Smile accompanied by lasting eye contact
- Lips
 - Compressed
 - Quivering
 - Pursed
 - Slightly parted lips



POSTURE AND PERSONAL SPACE

- •The position of the body
 - Relaxed posture suggests approachability
 - While a closed, defensive posture says: "Stay away"
 - Agree with someone: mirror posture
- •Invisible bubble surrounding us
 - Proxemics
- Four zones of personal space
 - Public zone
- Social zone
- Personal zone
- Intimate zone



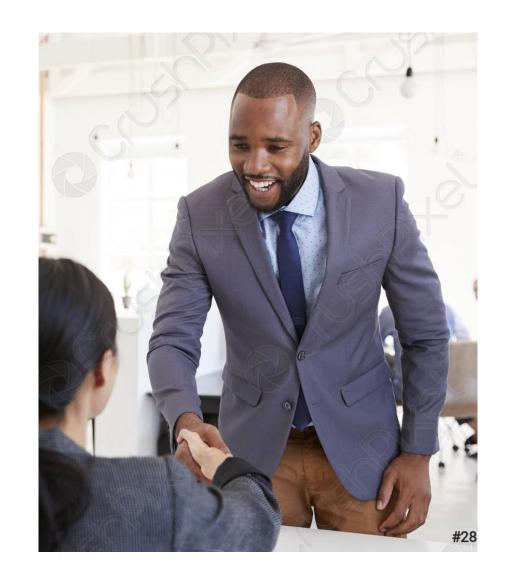
CONSIDERING BODY POSTURE

- How someone stands or sits and where they do it can give you some clues about how they're feeling
- Leaning back on a wall
 - Suggest boredom or disinterest
- Leaning into a conversation
 - Suggests interest or excitement
- Standing up straight
- Hands on hips
- Suggest excitement, eagerness and confidence



CONSIDERING BODY POSTURE

- Standing straight with hands at the sides
 - Suggests a willingness to engage and listen
- Resting the head in one hand
 - Show interest
 - Both hands support the head: suggest boredom or fatigue
- •Tilting the head or body to one side suggests interest and concentration
 - Suggest attraction





WHAT DOES DISTANCE MEAN?

- •Give you clues about their mood or feelings for you
- Regularly stands or sits very close to you
 - Enjoys your company
- Stands apart and takes a step back
 - Wants to maintain some distance (physical and emotional) from you
- Sitting close enough to touch
 - Often suggests physical attraction
- Putting up a hand or arm when taking a step back
 - Suggests a desire for a physical barrier

WATCHING THE ARMS, LEGS, FEET AND HANDS

Arms

- Cross their arms when feeling vulnerable, anxious and uninterested in another perspective
- Can also suggest confidence
- Crosses their arms while smiling
- Give someone a sense of protection

Legs and feet

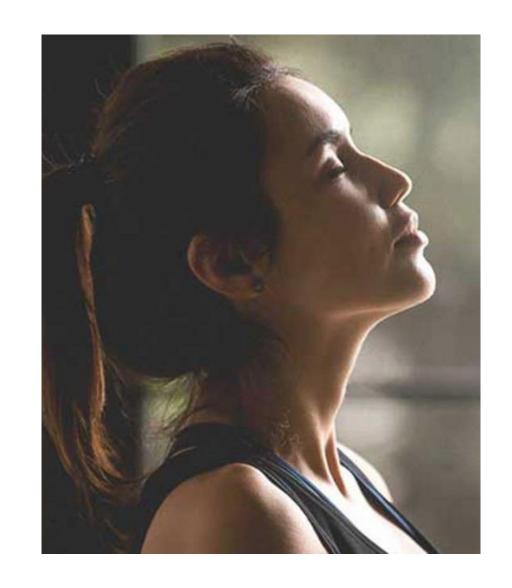
- Show nervousness and restlessness through tapping feet, leg jiggling, and shifting from foot to foot
- Crossed legs suggest an unwillingness to hear what someone has to say
- Feet point away like leaving the conversation than continuing it
- Feet point toward you likely enjoying the conversation

•Hands

- Outstretched hands, palms up, unconscious reflection of openness
- Clenched fists suggest anger
- Touching the cheek: someone is considering something carefully

BREATHING CUES

- Breathing quickly
 - Excited
 - Anxious
 - Nervous
 - Worried
- Slower breaths
 - Calm
 - Thoughtfulness



BODY LANGUAGE TO AVOID!

- 1. Looking Around the Room
- 2. Lack of Eye Contact
- 3. Staring at Your Phone
- 4. Not Listening
- 5. Talking Too Fast
- 6. Invading Personal Space
- 7. Lack of Response



BODY LANGUAGE TO AVOID!

- 8. Using the Word "But"
- 9. Closed-Off Body Language
- 10. Holding eye contact longer than 3 seconds
- 11. Furrowed Brows and A Scrunched-Up Face
- 12. Slumping
- 13. Not Smiling Enough
- 14. Too Weak Or Too Strong A Handshake



SUMMARY, PUTTING IT ALL TOGETHER

- Talk to them
- Consider their previous body language
- Aim for some level of eye contact
- Remember to listen



THE MOST IMPORTANT THING IN COMMUNICATION IS TO HEAR WHAT ISN'T BEING SAID.

~PETER DRUCKER



RESOURCES

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