

# Body Language Basics

## Invading Personal Space

Invading personal space is seen as an act of hostility.

1. **12 feet:** This zone is for the public. The purpose is to avoid physical interaction.
2. **4 feet:** This zone is reserved for social interactions such as business settings. Touching requires the individual to move forward.
3. **18 inches:** This is a personal zone. It allows contact, and it is reserved for friends and family.
4. **6 inches:** This zone is reserved for close relationships. This zone can be invaded in crowds or sports.
5. **0 to 6 inches:** This zone is reserved for intimate relationships.

## Fidgeting

Most people fidget from time to time. In interviews and social settings, fidgeting can indicate nervousness, boredom, frustration, stress, or self-consciousness. It is an outlet to release feelings or an attempt at self-comfort. Besides emotions, there are a number of other reasons why people may fidget.

### Other Reasons for Fidgeting:

- Attention deficit disorder: ADD and ADHD are often accompanied by fidgeting.
- Hormone imbalances: These may be accompanied by nervous energy.
- Blood sugar imbalances: Fidgeting accompanies sugar highs.
- Imbalanced brain chemistry: These may increase tension.
- Medications: Steroids and other medications can cause imbalances

## The Signals You Send to Others

You are always sending signals to other people. These signals come through body language, voice, appearance, and personal distance.

- **Body language:** Body language includes posture, gestures, and facial expressions.
- **Appearance:** A person's hygiene and dress send signals to others. People make negative assumptions based on a disheveled appearance.
- **Personal distance:** Too great a personal distance makes people appear cold. On the other hand, not respecting the personal distance of others will have negative consequences.
- **Voice:** Tone is important to the way we communicate. Emotions are conveyed through tone.