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There are some times in life when you have to encounter with extremely important conversation, then you need to prepare yourself for this. Common communication considers conversation in the art form. It's a free form of conversation. Good conversation runs in a flow. Always try to make the conversation in such a way which is more understandable to others because it generates interest for the conversation. So whenever you have any crucial conversation, be prepared before this.

Many factors collectively can boost your conversation and it makes higher chances of success for the conversation. These are

• Preparation: it is very important part of the conversation of crucial stages. You should have an idea about what you are going to say or want to say in most possible situations. It may seem difficult. Always remember important conversation at such time. Try to make a grip over current issues and recent topics so that you can make the conversation more interesting for the present people.

• Confidence is elementary. It's extremely crucial. Just believe in yourself. Believe in what you want to say and it should be shown on your face and in every activity performed by you. Confidence should come in your body language through a strong voice and through eye contact.

• Listening is another important attribute of crucial conversations. Don't just hear people, listen them. Pay attention. If you are in any conversation, make habit of listening people, be attentive. It will not only attract the attention of speaker but increase your knowledge. Attentive listening increases the concentration also. If you are a good listener then there are better chances of you, becoming a good speaker because then you know what you want to say and you have full confidence over your thinking.

• Ask questions. Ask questions frequently. If anything is not clear to you just ask about it. It is an important part of obtaining knowledge. It will not only increase knowledge but build your confidence also. You must have noticed in any conversation that very few people dare to ask questions, it doesn't mean that they don't understand anything but it means that they want to understand the subject more clearly. Don't ask such questions that require only one word to answer.

• Eye contact is also very important during crucial conversation. Maintain eye contact with the speaker or listener. Don't let your eyes to wander here and there. It shows your confidence as well as your respect for the speaker. It also helps to maintain the concentration. It not only helps in conversation but if you are talking with any person, then also it matters a lot.

The success rate of important conversation can be increased by making few changes in the behavior, your body language, confidence, positive attitude etc. plays important role at such situations.

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