

COE3200
ASSIGNMENT 09

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COE3200 Communication Skills for Computing

Assignment 9 – Why Communication Makes or Breaks IT Success

My career goal is to become a professional programmer.

Listening, Speaking, Reading and Writing are the main methods in any communication. Methods are to be sharpened well enough to keep up the best communication skills in IT industry. Furthermore, the medium of instructions is to be suitable to the nature of the event. Working out four methods produces a professional programmer.

The simplest but quickest way to transmit information is listening. Requirements of the client are to be understood well enough to deliver quality production. Active and passive listening skills are contrary to each other but provide different outcomes. Jotting down notes, only occupying with efforts to listening are associated with active listening. It is the most crucial activity in programming to understand all the necessary requirements of clients thereby to come up with coding concepts. Passive listening is associated with listening to podcasts, audiobooks, music while working as such. Such activity is not focused on deeper detail but to improve the activity while passively listening.

The ability to speak effectively is a must. The words need to be simple to convey complex ideas for the client to be understood. It may be the best way for the client to induce trustworthiness to the programmer. The programmer can prove that the feedback is ideal to client's expectations through verbal communication. Verbal communication includes the nature where the listener is trusting more the speaker other than any other method. New ideas of the programmer to client to be spoken in order to get feedback of which.

The existence of tons of textbooks, tutorials and documentations are to be read in order to gain deeper knowledge in programming. Such understanding is necessary to improve the quality of the programming skills. The programmer can acquire novelty ways of coding by reading other's coding rather impossible otherwise. The ability to read codes is a learning experience which every programmer must have under the belt. Contract documentations or any other legal materials are to be read carefully prior to working on.

Communicating legally or any other serious matter is to be recorded in written language, so it has to be permanent and concise. Commenting on the code written to the reader to understand the dynamics in each code block is really helpful and convenient for the client to comprehend. The production of software is to be documented as a user guide for the client. The official negotiations are vastly communicated in written language. Communication with the staff in the company is to be written language in general. The CV needs to be well written to get the attention of the interviewer.

Communication is the core principle to achieve success in any given industry in a nutshell. Practice in all four communication methods is required to stay competitive. Best communication skills reflect success in the workplace. Formal and informal communication helps to achieve competency. Habits such as reading books, listening to lectures or audiobooks, public speaking clubs, writing journals et al strengthen overall communication skills.

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