

Communication as a Technical Leader

Provider: University of Colorado Boulder (Coursera)

Completion Date: September 4, 2025

Purpose

This course focused on the communication responsibilities of technical professionals in leadership roles. It examined how communication changes as technical employees move from team contributors to leadership positions. The course aimed to build effective messaging strategies, improve document and presentation planning, and align communications with business goals.

Key Topics Covered

- Audience analysis in leadership communication
- Tailoring written and verbal communication to different stakeholders
- Planning effective workplace documents and presentations
- Conveying technical details clearly without overwhelming the audience
- Building credibility and trust as a technical communicator
- Communicating organizational change or challenges
- Applying communication frameworks to technical and business settings

Practical Applications

- Developed outlines and messaging strategies for real-world scenarios
- Evaluated leadership communication case studies
- Created sample email messages and presentation plans targeted at executive audiences
- Practiced peer feedback and revision cycles to strengthen clarity and tone

Personal Reflection

This course shifted my approach to how I write and present as a technical professional. I now prioritize business alignment, clarity for non-technical audiences, and tone that reinforces leadership presence. The assignments helped me rethink how I structure updates, guide teams through change, and represent technical work to decision-makers.