[Title Here, up to 12 Words, on One to Two Lines]

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Our main area of focus is going to be on the internal business process. I have read through all the documents from all the teams and with this understanding that I possess. There needs to be some changes to the way our communication is structured at the company. The single-handed thing that creates great leaders is their effective communication. This is something that will need to be taught to all of our leaders immediately. I have thought deeply about the reasons to start with this section listed below.

Starting with the Internal business processes for the R&D team, we cannot simply not respond to support days before a launch a call like this is dunce decision and we will not be doing that. Cutting communication is never a good idea especially right before a product launch. If your team cannot handle the work that is given, then I would find a team who can do it or if the work is too much for any team, then simply hire more people. Speaking on cutting the product description due to redundancy however is a great idea and I fully support it. Next on topic about communication it seems that the sales team will begin assuming product if we do not hear back from our shipping team. Again, if the shipping team cannot handle the work that is set before them then we will either find someone who can, or we will hire more people. However, for this situation specifically is sounds like we need to create a system to tell us how much of what product we have, and we can set averages for how long it takes products to ship. This is a better form of communication than waiting for someone to respond when it sounds like they can barely do the work they have. I stand firm with the changes to product enhancements. Marketing is one of the most important things we need in the company. To be specific I would like us to focus on clear communication without our teams and to define our product process more clearly. It seems that every team here is having problems with other teams and I would like to clear things up by saying every team is the problem. There is no team that is doing it all right.

Now there is many things we could have addressed here, like the fact that the support team has zero internal support from any other teams. How can we expect our support team to help our clients when we are not helping them ourselves? Avoiding this frustration, I am moving forward to explain why we need to be on the same page within our communication. We have a board of stakeholders that are counting on us to do our jobs and deliver products that people want to buy. The only reason that all of us still have a job is due to our support from our stakeholders/shareholders. Since being on the team I have had a difficult time explaining to the shareholders what is going on due to the poor communication within the teams. Therefore, we need improvement to our teams and product process. If we can’t clearly explain what we are doing to each other how am I supposed to explain it to a shareholder?

To be able to successfully communicate with the shareholders I will need to be able to clearly understand what is going on internally. Starting today we will be adding one product manager to each team to help improve the communication within the teams. I will communicate with all the product managers, and they will share communication throughout the teams. Thank you all for your cooperation.