Samuel Bailey

Assignment 6-2

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In this world full of technology, we all must be on the same page about everything all the time. This is vital not only to our company but to our growth as an organization. I want to start by defining technical communication for us all to have a common ground. Expert communication is the word performed by technical employees or advisors. For instance, a business writer may work with company to create the person handbook. Some companies make substantial technological communication responsibility to different technological professionals – such as programmers, engineers, and scientists. Frequently, the professional expert author edits much job to make it up to contemporary technical communication standards. With that being said it has come to my attention that there are some communication issues within our organization. I would like to speak directly to these issues and address them head on being that I oversee communication. I’d like to start by pointing out and explaining the issues and unclear directives within the company. Once these things have been explained I will go into detail about how we will fix these issues and start creating a plan to move forward.

One thing I always want to make sure we have as a team is some actions steps that we can take to continue to grow in our learnings and development. Something that we need to analyze for our teams moving forward is us in and out communication. Lead by our IG department we will begin to analyze different audiences with different forms of communication. This means no longer will engineers have to sit in manager meetings and no longer will stake holders need to sit and listen in the engineering meetings. Moving forward we will be making groups of different teams that will be analyzed for different levels of technical communication from levels one through five. We will also be determining the message for the IG department; this message will include all needed guides depending on level of technical group that the team receiving the message has. For further examples engineering will be technical five while stake holders will be technical one. Furthermore, we will be sure that all writings have clear concise communication by checking it with our writing team and multiple times.

References:

*How to communicate*. MIT Sloan Executive Education. (n.d.). Retrieved February 8, 2022, from https://exec.mit.edu/s/blog-post/how-to-communicate-technical-knowledge-to-diverse-audiences-without-coming-acros-MCVFLYR2DT3VB7HGO4EGXIQHPM3Y