

Ask Questions to Make Data-Driven Decisions

Google

Overview

Week 1

Week 2

Week 3

Week 4

Grades

Notes

Discussion Forums

Messages

Resources

Course Info

Week 4

Ask Questions to Make Data-Driven Decisions

Week 4

Discuss the topic here.

32 threads · Last post an hour ago

Go to forum

Always remember the stakeholder



Google Career Certificates

Successful data analysts learn to balance needs and expectations. In this part of the course, you'll learn strategies for managing stakeholder expectations while establishing clear communication with your team.

Learning Objectives

- Discuss communication best practices for the data analyst including reference to office communication, conflict resolution, facilitating meetings, and status reports
- Discuss the importance of focus on stakeholder expectations
- Identify common limitations with data, with specific reference to speed versus accuracy and responding to time-sensitive requests

Less

Balance team and stakeholder needs



Video: Communicating with your team 1 min

Resume



Video: Balancing needs and expectations across your team 4 min



Reading: Working with stakeholders 10 min



Video: Focus on what matters 4 min



Understanding stakeholder roles 15 min



Practice Quiz: Test your knowledge on balancing team and stakeholder needs 3 questions

Communication is key



Video: Clear communication is key 4 min



Video: Tips for effective communication 5 min



Reading: Data scenarios and responses 10 min



Video: Balancing expectations and realistic project goals 4 min



Video: Sarah: How to communicate with stakeholders 3 min



Video: The data tradeoff: Speed versus accuracy 4 min



Reading: Limitations of data 10 min



Video: Think about your process and outcome 3 min



Practice Quiz: Test your knowledge on clear communication 5 questions

Amazing teamwork

- ▶ **Video:** Meeting best practices 5 min
- ▶ **Video:** Ximena: Joining a new team 1 min
- 📖 **Reading:** Leading great meetings 10 min
- ▶ **Video:** From conflict to collaboration 4 min
- 🗨 **Discussion Prompt:** Communicating challenges 10 min
- ▶ **Video:** Nathan: From the U.S. Marine Corps to data analytics 3 min
- 📖 **Practice Quiz:** Test your knowledge on teamwork 3 questions

Weekly challenge 4

- 📖 **Reading:** Glossary: Terms and definitions 5 min
- 📖 **Quiz:** *Weekly challenge 4* 8 questions Due Aug 2, 1:59 AM CDT

Course challenge

- ▶ **Video:** Course wrap-up 25 sec
- 📖 **Quiz:** *Course challenge* 10 questions Due Aug 2, 1:59 AM CDT
- 📺 **Video:** Congratulations! 1 min
- 📖 **Reading:** Coming up next...

