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April 7, 2016

Eng 111

Communication is Professional

Professional communication is the ability to express or understand a thought between two people. Good English, grammar, and communication skills can make all the difference in a career, but not every profession requires English and grammar. Computers are used in a lot of career fields, but plenty still communicate the old fashioned way. It’s important in every career to have communication skills and understanding between co-workers. Communication can take place in any form imaginable.

Kyle Weins is a successful CEO and refuses to hire people with poor grammar skills. “Some might call my approach to grammar extreme, but I prefer Lynne Truss’s more cuddly phraseology: I am a grammar ‘stickler.’ And, like Truss — author of Eats, Shoots & Leaves — I have a ‘zero tolerance approach’ to grammar mistakes that make people look stupid” (Weins). Work place grammar skills are important for everybody. The ability to use good grammar is also form of credibility in a professional workplace. Proper grammar shows an attention to detail that will help in other areas of success. Using poor grammar shows a lack of discipline and respect towards a career. People that apply to a job and don’t believe writing is important will feel the same way about many other work related skills (Weins). People who use poor grammar denote carelessness and a lack of dedication. People that use good grammar show they have a desire for attention to detail. The capability to organize one’s thoughts is shown in the ability to properly compose sentences or ideas. A desire to use proper English shows a dedication to the rules and the will to respect them (Adams). Writing represents a person and who they are. Every job doesn’t require professional communication to use proper English.

Agricultural workers need Basic English skills and don’t require a high school diploma. Listening is a critical skill for agricultural workers, so they can understand instructions from farmers and agricultural managers (O.O.H.). The use and maintenance of farm equipment requires mechanical skills. Knowing the correct terms for equipment and techniques is important, and are taught on the job. People who work on farms are often required to work in poor weather conditions. Dexterity, strength, and stamina are three important physical attributes for working on a farm. The ability to speak both English and Spanish is useful to an agricultural supervisor. The majority of communication on a farm is done in person and rarely involves writing.

English is an important skill even if it’s not a requirement for the job. I know Basic English and syntax rules. I have learned how to research, write, and cite a paper. I have learned how to edit my papers and look for common grammar errors. Commas are the part of English I misuse the most. Using the Norton’s Field guide to Writing I can quickly identify comma errors using the paragraph section. The most common errors I make while writing are in the handbook under sections p-1b and p-1e. I’m not stopping at just editing my papers, online resources can give me plenty of other English work to edit for errors. With enough practice and consistency my English and editing skills will gradually improve. This English class has shown the pattern behind my errors and given me the resources to improve and fix my mistakes. English isn’t a huge requirement in all career fields, but it can still be a great tool worth getting to know.

The most important part of professional communication is a mutual understanding. Communication is an important skill for being a part of a successful business. Every job doesn’t require English or grammar skills, but they are still useful skills. I have learned a lot about English and how to improve my own. I don’t need English to become an agricultural worker, but if I ever have a different dream I’ll still know what I need too. I will study English a lot more during college too. Good English skills can help organize and communicate thoughts to others. The most important ability as a professional is to be able to communicate and explain what you’re doing on the job. If you aren’t capable of teaching or showing someone what you do as a professional you may not be as good as you believe at it. Communication is about more than being understood by others. Communication is about understanding what you are doing and being able to express it so others can understand too.

Works Cited

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