

MEMORANDUM

TO: Dr. Goldsmith
FROM: Amber Kolar
SUBJECT: Introduction
DATE: 2 / 17 / 2018

Topic

My instruction manual will explain to readers how one should go about putting on laced sneakers.

Why I am Equipped for the Task

- I have been using this type of shoe for most of my life.
- I currently own a couple pairs of laced sneakers, so I will have no trouble finding examples of laced sneakers to use for taking pictures for my instructions.

Challenges

- Taking photos of a shoe while I am using both hands to tie its laces together could be tricky.
- I am no expert on selecting and drawing sign symbols. These could be useful for making my instructions clearer, as sign symbols are single icons that often carry a lot of meaning.

Solutions / Obtaining Technology

- I may have to ask a friend or family member to take some pictures for me while I pose.
- I will make sure to visit the library and use the learning kit with the sign books to find appropriate symbols for my instructions.