ConstantsTechDocSupport

Training | **Work shops** | **Consultancy**

Input:
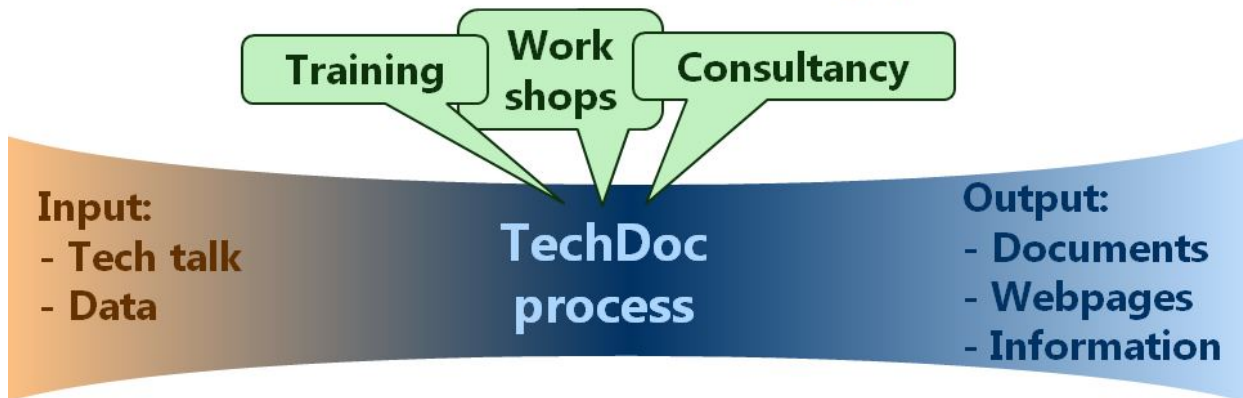- Tech talk
- Data

TechDoc process

Output:
- Documents
- Webpages
- Information

Mini workshop: introduction to technical documentation and product specifications

> Basics:
> - The specification **is** the product until you **have** the product.
> - The user manual **enables** to put the product to work **as planned**.

Creating this information is more than just writing.

Yet, often you hear that **engineers** spend to much time on documentation and specifications instead of developing.
- Or worse, **customers** complaining about missing information or inconsistencies.

Many different competencies are required to create good product documentation. Do you want to become more efficient in you content creation?

During the workshop we will talk about all elements needed to create product information that is	After the training you know:
- Accurate - Consistent - Readable - To the point whilst matching the house style.	- What **customers** require in documentation. - What the **key ingredients** of good documentation are. - How to set your **quality** standards and measure against it. - How to organize, optimize and manage the creation process.

The workshop is designed for:
- Development, quality & marketing managers
- Anyone who thinks that a good technical writer is sufficient for creating good technical documentation (while it is a very good step towards that purpose).

ConstantsTechDocSupport
Forward and up

+31 650 122 423
constant@constantstechdocsupport.nl
www.constantstechdocsupport.nl

Mini workshop details

Topics discussed

The obvious
• House style
   - Looks
   - Language
   - Legal content
• Delivery channels
	Terminology
	• Words and terms
	• Symbols

Content strategy
• Call for action:
   - Who, where, when
• Content types
   - Task
   - Concept
   - Reference
• Specification / user manual
	Work process
	• Content definition
	• Sources of information
	• Quality assurance

Tools • Editors • Content management	**Technology** • XML • Information configuration

Agenda

2018 March 6, 15:00-17:00 Workshop at HTC12 in Eindhoven.

During the workshop you will have the some time to reflect your own case against lessons during the sessions.

Visit www.constantstechdocsupport.nl to register.

As this is the first workshop, this will be free of charge.