|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Part D: Evaluate User Documentation Process**   1. Complete the following table listing the four documentation and four approval procedures that you have performed as part of this assessment and tick the associated checkboxes to confirm each procedure has been performed.  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Documentation Procedures** | | **Confirm** | **Approval Procedures** | | **Confirm** | | 1 | Template |  | 1 | Confirm hardware and software requirements with colleagues. |  | | 2 | Document Version 1.0 |  | 2 | Proof of template |  | | 3 | Document Version 1.1 |  | 3 | Take internal feedback of user documentation. |  | | 4 | Document Version 1.2 |  | 4 | Sign off and final approval. |  |   Include the above table in your portfolio.   1. Analyse and summarise the results of your online questionnaire to review and assess the impact of implementing user documentation.  * The questionnaire was developed in Part C Question 1 and student responses to the questionnaire were gathered in Part C Question 2. * Analyse and summarise the questionnaire results. Your summary can use either a textual or graphical format or a combination. * Your analysis must include a brief statement of no more than one-hundred word of the overall impact of implementing user documentation based upon the questionnaire responses. * Include the questionnaire results and your summary of those results in your portfolio.  1. Write a short reflection of no more than two-hundred words reporting on and evaluating the user documentation creation and approval procedures that you have undertaken in completing this assessment task.  * The reflection must be focussed on the user documentation creation and approval procedures you completed in Parts A to C of this assessment task. * The reflection must include an evaluation of those procedures. You must indicate how effective you believe the procedures were for producing high-quality user documentation. * Include the reflection in your portfolio.  1. Submit your portfolio in SuniCONNECT. See portfolio checklist provided. |