# Assignment Step 1

| Assignment Step 1 | TASK LIST: |
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| | Think about the system or gadget for which you'd like to write a User Guide. Or, join me to write a user's guide about publishing on Amazon Kindle: "How to Write for Kindle." If you select this option, from now on I'll address you as a "Kindle Writer." |
| | Start developing your content files. For example, even at this early stage you can collect data about the following:<br>• The name of your guide<br>• The organization (real or fictitious) for which you're writing it. This could easily be your own company: "Bob Smith Technical Writing, Inc."<br>• Copyright language.<br>• Disclaimers and/or disclosures.<br>• Logo<br>• Image/photo<br>• Any legal language that needs to be a part of the Front Matter page.<br>• A rough outline of your document, with tentative chapter titles. |
| | REMEMBER: I will personally read and evaluate your finished User Guide before I email your "Technical Writing and Editing Online Course COMPLETION CERTIFICATE." |