Writing submission

Document: "Using Tasks in KP Learn"
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This writing sample is an adaptation of work that I produced at Kaiser Permanente. This document explains tasks and their usage in the company's Saba-based learning management system (LMS).

The original document was produced to onboard new administrators when the team's primary learning administrator was unavailable.

I was the only writer for this document sample. The content was a combination of original writing and content adapted from published LMS documentation. Process flows from the LMS documentation were reproduced in part, with editing and reframing.

The content of the document sample was based on direct job experience, the published documentation for the LMS, workplace deliverables, and other considerations.

Other disclosures:
- This sample document has not been edited by another person.
- There was no company style guide that applied to this document.
- This document was not part of a larger documentation set.