# *Software Documentation Template*

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**Overview**

*Here you can find a set of example pages. You can use them as guidance on how to organize your own documentation. Delete these explanations and text that is irrelevant.*

**Instructions**

1. *Choose the project to document.*
2. *Define your target audience.*
3. *Define the deliverable you will create for your target audience.*
4. *Develop the software documentation and information deliverables (that is, your user assistance for the software product).*
5. *Publish the user assistance deliverables and collect users’ feedback.*

**Templates**

*To make your work easier, there are several topic templates that represent the different information types you can use to write your software documentation. When writing your pages, make sure you keep the different types of information clearly separated. This means that you use:*

| ***Information type*** | ***Description*** |
| --- | --- |
| *Concept* | *Use it to provide conceptual information, answering the question "What is this?"* |
| *Task* | *Use it to provide instructional information, answering the question "How to do this?"* |
| *Reference* | *Use it to provide additional information, such as a table with reference values, or additional information* |

**Concept**

**Summary**

*In this section provide a brief summary of the conceptual information you plan to provide. This should allow the users to understand what they will find on this page.*

**Detailed Overview**

*In this section provide the details related to your conceptual information. This should allow the users to deep dive into understanding the concept. Use appropriate graphic or video files to explain the details.*

**Example**

*In this section provide an example of the conceptual information you plan to provide. A specific example often helps your users better understand a concept.*

**Task**

**Summary**

*In this section provide a brief summary of the task or procedure information you plan to provide. This should allow the users to understand what they will achieve when following the steps described on this page.*

**Prerequisites**

*In this section provide information on the steps, knowledge, or artifacts that the users need to have before trying to follow the steps of your task. This should ensure that the users are properly prepared to perform the steps described on this page.*

**Steps**

*In this section provide the steps that the users need to follow to achieve the needed result. Make sure you focus on the exact steps that the user needs to perform.*

**Result**

*In this section provide information on the expected result, once the user performs the steps of the task.*

**Example**

*In this section example on performing the steps to achieve the expected result.*

**Reference**

**Summary**

*In this section provide a brief summary of the reference information plan to provide. This should allow the users to understand what they will find on this page.*

*Choose an appropriate heading for your reference information, then list it. Often the table format fits nice for reference information.*