

WRITING SAMPLES SUBMISSION TEMPLATE [SAMPLE]

INSTRUCTIONS:

1. **Kindly make a copy of this template, omit the instructions and submit your writing samples.**
2. **For each sample shared, answer all the eight questions mentioned below in the column named “Answers” in the table. Make sure that you answer the eight questions separately for all the samples shared.**
3. **Minimum three samples to be shared.**
4. **Your writing sample submission document should contain all the contents below the dotted line. Feel free to be creative but make sure that you include everything below the dotted line in your submission.**

WRITING SAMPLE SUBMISSION

Questions on shared samples:

1. How much of the content did you write? Choose one:
▸ All of it ▸ More than 75% ▸ More than 50% ▸ Less than 50% ▸ Other (explain).
If you wrote only portions of the document, tell us which portions you wrote.
2. Does the document represent your original writing, or is it existing content that you revised?
3. Where did you get the information to write the document?
4. Was the document edited by other people for grammar and style? Choose one:
▸ No ▸ Light editing ▸ Moderate editing ▸ Heavy editing ▸ Other (explain).
If so, who edited the document?
5. Share how you obtained any code samples.
6. Was a company style guide used to write this document?
7. Provide any additional useful context for the sample, such as deadlines, achievements, etc.
8. Was this document part of a larger documentation set?
▸ If so, what was the larger documentation set and how much of it did you own?

Writing sample link or filename (NOTE: In case the sample is shared as a pdf, write the name of the file and upload the same in the drive)	Name of the company	Summary of the content	Answers
1.			Answer all 8 questions
2.			Answer all 8 questions
3.			Answer all 8 questions
4.			Answer all 8 questions