

18/09/23

* Types of Technical Documents

Technical Document

* Process Document
development, testing,
maintenance and
improvement of system
→ Jargons are used
in process document

* User Document
Information
Instruction and
explanatory notes
→ Jargons are reduce
so it is not used
in user document

~~* User guide (Manual)~~

→ User guide (Manual)

→ Release notes

[are distributive sources
bug fixing contains
sources of the product]

→ API (Application programming interface)

* Troubleshooting document

[May I help you changing into the trouble shooting document]

[Takes care for solving the problems for the customer]

- ⇒ Knowledge base document
- ⇒ SDK (software development kit)
- ⇒ MRD (Market Requirement Document)
- ⇒ URD (User Requirement Document)
- ⇒ white papers
- ⇒ case studies

21/09/23

★ SMART Goal Settings

S - Specific

M - Measurable

A - Achievable

R - Relevant

T - Timebound

Goal :- ^{Ex:-} Our goal is to make a chatbot by 1 year

key players / team by steps

★ Specific :- what needs to be accomplished?

who's responsible for it?

what steps need to be taken to achieve it?

Statement :- specific grow the monthly users of Techfirm's ^{mobile app} mobile app by optimizing our ~~mobile~~ app - store listing and creating targeted social media campaigns.

ex:- like movie.

★ Measurable :-

$I_m = 1000$ users

★ Achievable :-

Increase the number of monthly users

★ Relevant :-

Grow the monthly users

★ Timebound :-

and their peroxide

- background / experience / knowledge . . .
 es grow with your attitude / write up.
 nse

③ Adapt — language
brainstorm for words

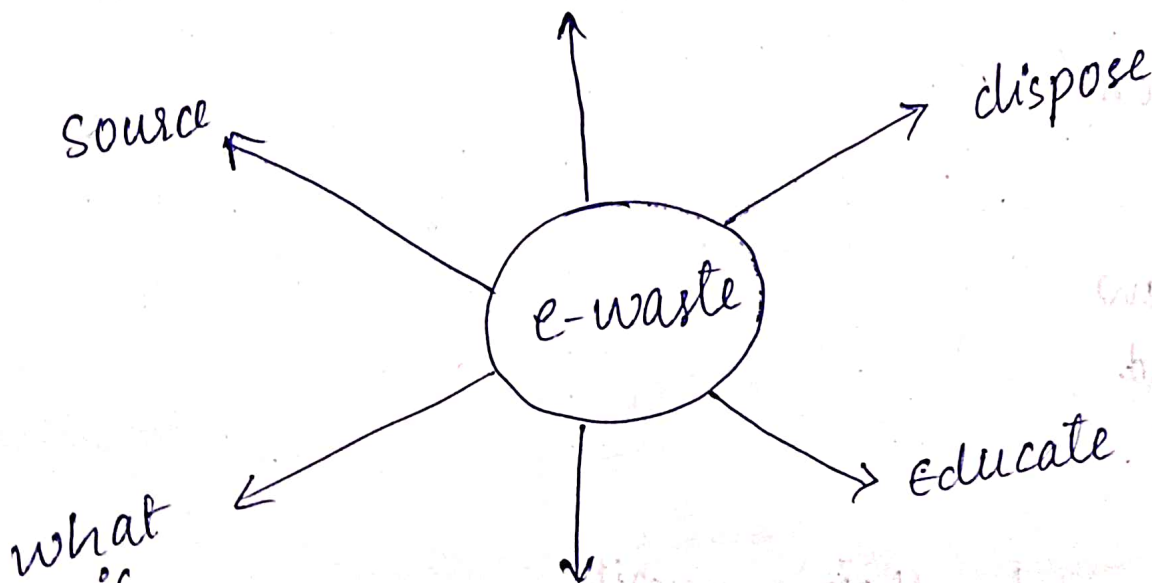
— writing style

- professional
- conversational
- whimsical
- Academic

★ write

→ Research (information/)

→ organizing^{ze}



26/09/23

EDITING

Perfect It

- Check inconsistency
- Enforce style rules
- Locates & unidentified abbreviations
- Customisable for house style
- Works with all documents
- US, UK, CA, AU English.

ROI :- Rate of interest

★ some multiple kind of editing :-

- Usability
- Comprehension
- Basic grammar, spelling
- Industry style
- Conciseness

- ① know your audience and write exclusively for them.
 - Customers new to your organization
- ② Organize and outline your technical document.