

COURSE CONTENTS

FUNDAMENTALS OF TECHNICAL WRITING (Duration – 3 Days)

Software Development Life Cycle

- Software Development Life Cycle (SDLC)
- How Software is developed, tested & maintained
- Working with team of analyst, programmers and testers
- Understanding software requirement specifications
- Documentation development life cycle (DDLC)

Technical Writing

- What is Technical Writing?
- Role of a Technical writer
- Principles of Technical Writing, Documentation deliverables

Documentation Process

- Understanding Audience/Readers
- Collecting and Organizing information
- Drafting information verbally and visually
- Producing Information

Creating, modifying and managing technical documents

- User Manual
- Reference Manual
- Operations Manual
- Brochure
- Booklets
- Release Notes
- Training Manual
- White Papers
- Proposal/Business Plan
- Scientific Research Report, Business Research Report

