Webinar on

Set Of 3 Webinars To Learn How To Write Effective SOPs

Webinar Description

The webinar format is 1-1.5 hours of audio-visual presentation, including a brief Q&A session.

This webinar bundle includes below 3 recorded webinars/ Best Seller

Writing Effective Standard Operating Procedures and Work Instructions
Writing Followable Procedures: Avoid Procedure Related Deviations
Best Practices For How To Structure And Write A Standard Operating Procedure (SOP)

Writing Effective Standard Operating Procedures and Work Instructions

Presented by Charles H. Paul

Writing effective Standard Operating Procedures and Work Instructions is not intuitive, it is not a skill that is often taught in our universities, and it can be a difficult and cumbersome task to execute. Knowing the most effective and efficient processes for gathering, organizing, and writing technical documentation is absolutely critical to providing significant value to a dreaded, avoided, and seemingly unimportant work task.

This webinar will discuss how to transform your regulatory documentation process into a profit center, an operational force multiplier in how you run your business, and an effective central focus of your technical training function.

Writing Followable Procedures: Avoid Procedure Related Deviations

Presented by Edwin Waldbusser

Presented by Ginette Collazo

Human error is known to be the primary cause of quality and production losses in many industries. Although it is unlikely that human error will ever be eliminated, many human performance problems can be prevented. Human errors start at the design stage. Procedures play a vital role in human reliability. Nevertheless, it is essential to understand human behavior and the psychology of error as well as understand exactly where the instruction's weaknesses are so that procedures can be human engineered, improved and fixed.

Best Practices For How To Structure And Write A Standard Operating Procedure (SOP)

Presented by John J. Meola

Learning the key elements and steps, the vocabulary and definitions applicable to the SOP creation process will be covered in our Webinar. The process can be a little confusing to the uninitiated. We will review the main elements of SOP formation and describe how to compose the document in sufficient detail to reflect your technical and managerial acumen.

When done correctly, writing an SOP is not a one-person exercise, no matter how good that person is. It typically involves several levels of talent in an organization. This Webinar covers a lot of ground and you will learn valuable information on the methodology and concepts behind why this document is the gold-standard in running a business efficiently over the long term.

To register please visit:

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