

Webinar on

Technical Writing: Best Practices for Everyday Use

• Areas Covered

- Basics of Technical Writing Best Practices*
- Technical Writing Best Practices General Requirements*
- Technical Writing Best Practices Violations*
- Technical Writing Best Practices Corrections*
- Technical Writing Best Practices Treatment of Numbers*
- Technical Writing Best Practices Reference to Source Materials*

This webinar will describe the best practices for Technical Writing. And organization structure of creating Technical Documents which can include press releases.

PRESENTED BY:

ROBERT PEOPLES - After obtaining a B.S. and an M.S. in Chemistry from Tuskegee University, Robert Peoples joined the pharmaceutical industry as a Research Chemist with a concentration in analytical chemistry at Wyeth/Lederle. While at Wyeth/Lederle Robert was primarily responsible for the analysis of the Active Pharmaceutical Ingredient (API) in various drug delivery formulations.

On-Demand Webinar

Duration : 60 Minutes

Price: \$200

Webinar Description

Most companies have in-house requirements that all documents produced within the organizations conform to the firms' particular requirements. The purpose of this webinar is to define and clarify general guidelines for the creation and maintenance of documents in order to ensure consistency between documents created by various functional groups within organizations.

This webinar will describe the best practices for Technical Writing. The webinar will also discuss the organization structure of creating Technical Documents which can include press releases. In addition, the webinar will discuss the basics of Technical Writing, the types of documents created (Technical Reports, Technical Manuals, Guides and Handbooks, proposals and specifications), planning the document, a Documentation Plan to create the document, general requirement for creating documents, requirements of handwritten notes, corrections, violations, treatment of numbers, handling of source materials and general guidelines.

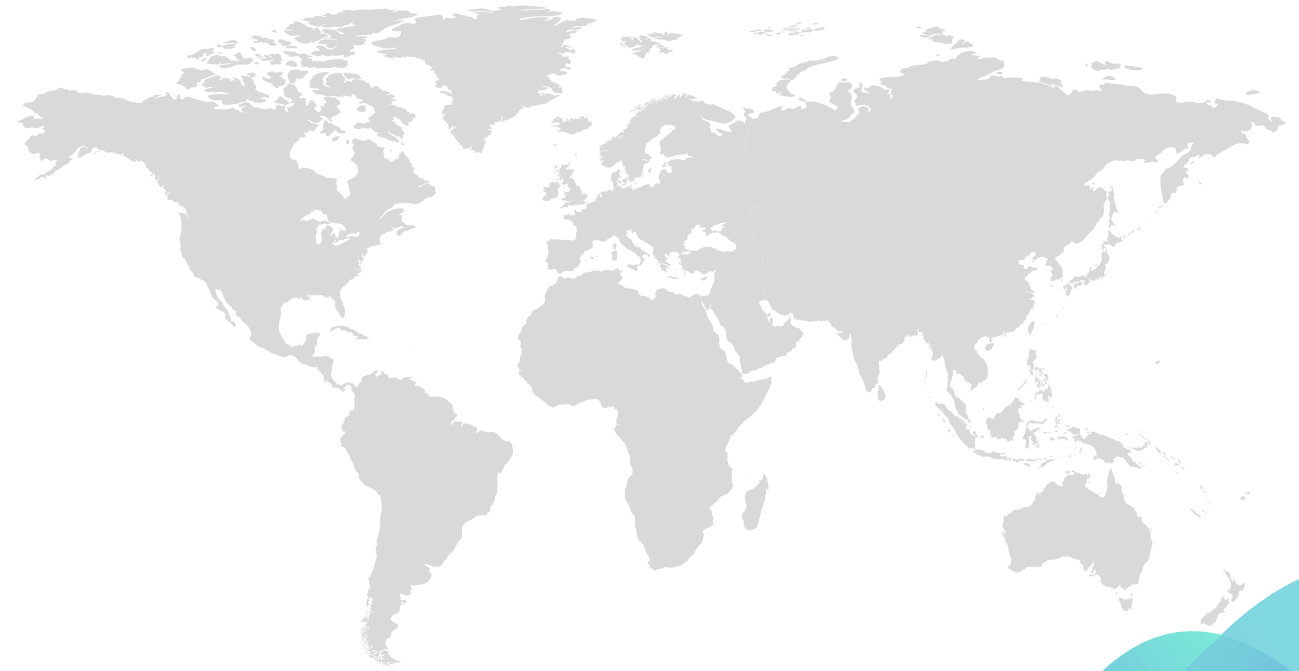


Technical Writing generally conforms to Good Documentation Practices (GDocP). This term describes the standards used to create and maintain documents. This webinar provides guidance on how to apply Good Documentation Practices to documents created daily by organizational personnel.



Who Should Attend

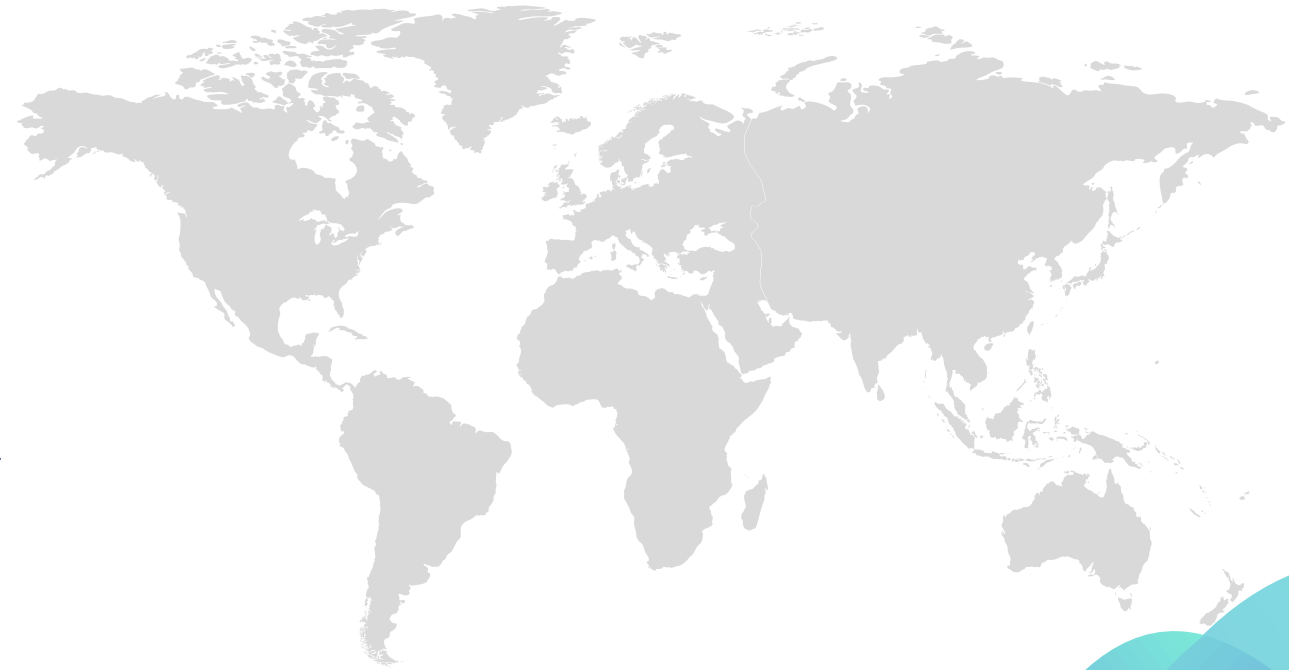
- *IT Personnel*
- *Scientific Personnel*
- *Human Resources*
- *Any Highly Specialized Company Personnel*



Why Should You Attend ?

Everyone has to document some work with which he/she was involved. Documentation of the work means a written presentation that must conform to the principles of the organization for which we work. There are basic principles and guidelines that govern such presentations. Join the webinar and gain an appreciation for the principles for creating written documents at your company.

Information Technology, scientific, human resources, and even legal personnel may benefit from learning how to apply the best practices to Technical Writing because the creation of documents applies to all disciplines. Join this webinar to improve the documents that you create from good to excellent.



To register please visit:

www.grceducators.com
support@grceducators.com
740 870 0321