
INTRODUCTION TO TECHNICAL WRITING FOR THE MANUFACTURING SECTOR

The aim of this course is to equip learners with the tools to write technical documents of a high standard. Participants will focus on developing the skills required to produce accurate, precise and succinct documentation within a manufacturing setting. Learners will also gain an understanding of the importance of preparing technical documents for a specific audience.

Programme Learning Outcomes

- Demonstrate an ability to understand their target audience and identify the expectations for technical writing and documentation for this audience
- Demonstrate the required skills to ensure documents are structured, compliant, and presented in a consistent manner
- Recognise and apply the common features of all standard report structures
- Demonstrate the ability to communicate complex and technical information in a succinct, effective, and professional manner

Indicative Programme Content

- Principles and techniques for technical writing
- Identify regulatory expectation for technical writing
- Document design techniques / templates
- Writing methods, writing with focus, and presenting information concisely

PROGRAMME DURATION

1 day blended learning delivery.

LEARNER CERTIFICATION

Innopharma Education Certificate of Completion (Digital badge).