



Since 2007, Making IT Experts & Products

Course: Technical Writing

Duration: 30 Hrs (Changeable) | Fees: Individual / Batch

Since 2007, Nestsoft TechnoMaster has been providing training, internships, and services in IT technologies, both online and offline, with the expertise of over 250 industry experts. We have delivered internships, training, and seminars to more than 50,000 students, resulting in numerous success stories. We offer 100% placement support through JobsNEAR.in

Our Courses/Internship

- Python/Django Fullstack
- Artificial Intelligence
- Machine Learning
- Data Science
- Software Testing (All)
- Wordpress, Woocommerce
- Digital Marketing, SEO
- Php/MySQL, Laravel
- Flutter, Android, IOS
- Asp.net MVC
- Web Design, Javascript
- Angular JS, React JS
- CCNA, MCSA, CCNP
- AWS, GCP, Azure
- Odoo, SalesForce, Sap
- Microsoft Excel
- Ethical Hacking



Syllabus on the Next Page ..



Our Head Office: Nestsoft TechnoMaster, Infopark, Cochin - 42, Kerala, India



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- * Course: Technical Writing
- * (Duration: 24 30Hrs)

Module 1: Introduction to Technical Writing

- * What is Technical Writing?
- * Importance and scope in industry
- * Difference between technical and other forms of writing
- * Roles and responsibilities of a technical writer

Module 2: Overview of Technical Document Types

- * Software Documentation:
- * User Guide/Manual
- * Installation guides
- Release Notes
- * Whats New
- * API Documentation

Module 3: Writing Fundamentals

- * Principles of clear and concise writing
- * Grammar and punctuation essentials
- * Sentence structure and readability
- * Tone, style, and voice in technical writing
- * Audience analysis and purpose-driven writing

Module 4: Components of a Technical Document

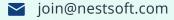
- * Creating a TOC
- * Creating a LOF

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- * TOC vs Index
- * Documentation Plan

Module 5: Writing Principles

- * Basics of clear, concise, and structured writing
- * Grammar essentials: Active vs. Passive voice, parallelism
- Common language pitfalls: Ambiguity, jargon, and filler words
- * Introduction to tone, audience awareness, and readability
- * Familiarity with Industry Style Guides (MSTP)

Module 6: Documentation Life Cycle

- * Understanding the documentation workflow
- * Requirement gathering and SME collaboration
- * Audience analysis and requirement gathering
- Planning content structure and flow
- * Content review and approval workflows

Module 7: Software Tools for Technical Writing

- * Authoring tools: MS Word, Oxygen XML & FrameMaker (Overview only)
- * Screenshot and visual tools: Snagit, MS Visio
- * Basics of Git

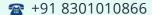
Module 8: Document Planning & Design

- * Content structuring with headings, lists, and tables
- Using screenshots, icons, and diagrams effectively
- * Creating templates and maintaining consistency

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NESTSOFT

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* Managing Table of Contents, Indexes, and Figures

Module 9: Review, Feedback, and Editing

- * checklist and peer reviews
- * Working with SMEs and resolving comments
- Proofreading techniques and formatting standards
- Versioning and document control
- * Final Edits and Quality Checks

Module 10: Publishing and Output Formats

- * Formats: PDF, HTML, Online Help
- * Basics of Cloud content and In-App Help
- Introduction to CMS
- * Documentation maintenance and updates

(Click on Course for more details)

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- Thank You -

N.B:This syllabus is not final and can be customized as per requirements / updates.

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