

Name:

Technical Writing Practice

Go to <http://www.manualsonline.com/> and find 2 examples of instruction manuals. The two manuals you pick should be in different categories on the website (i.e. Musical Equipment & Fitness/Sports). Look through each one and find the following:

	Manual 1	Manual 2
Link to Manual & Title of Object		
Intended Audience Who is the audience for the instructions? How do you know?		
Purpose of Manual What are the instructions helping the audience do or create?		
Clarity Are there any unfamiliar terms or examples of jargon? Give examples. Will the intended audience be familiar with the terms used?		
Visual Appeal How does the set of instructions look? What about its look and design that is effective or ineffective for the audience?		
Language Does the manual avoid needless complexity? Are there large words that could be shortened or made easier to read?		
Brevity/Simplicity Does the document use its words efficiently? Does it balance detail with the audience's need for clarity?		

