

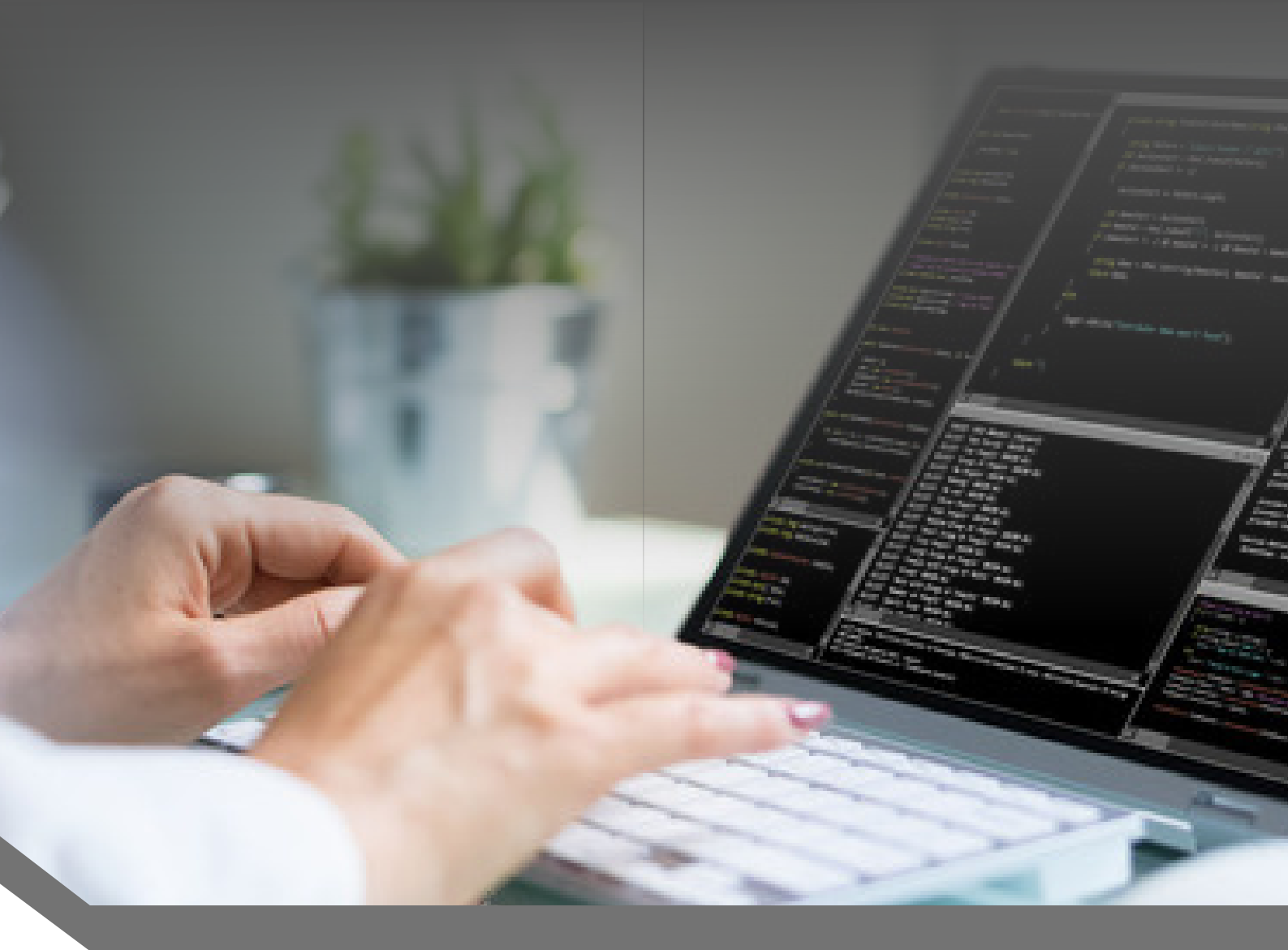


blocksEDU

learning corp

FOUNDATIONS OF TECHNICAL WRITING

2022 / 2023



Get in touch

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A Bloxsar Tech Ventures Inc. Company



Foundations of Technical Writing

What We Do

This 42-hour, 5-module course teaches the basics or foundations of technical writing and focuses on identifying types of technical writing, how to write reader-centred documents, the role of language and ethics in technical communication, and how graphics and visuals can enhance technical documents.

Our Objectives

Upon successful completion of this course, learners should be able to:

- Define technical writing.
- Identify the audience for technical documents.
- Differentiate between technical writing and other types of writing (academic and business)
- Define the role of ethics in technical writing
- Create and identify various types of technical documents found in a technical workplace (descriptions, definitions, processes, instructions)
- Create grammatically correct “reader-centred” documents
- Identify linguistic terms such as jargon, and which is most suitable for technical documents to address audience needs.

Jobs in Foundations of Technical Writing

Find employment, stay employed, or advance – here are the jobs

- Traditional Technical Writer
- Professional Report and Review Writers
- Science and Medical Paper Writers
- Technical Editor
- UX Writer
- End-User Documentation Writ4rs
- Technical Marketing Content Writer
- White Paper Writer
- Case Studies
- Proposals and Pitches
- Brochures
- Technical Copywriter
- Operations Technical Writing
- Technical Creative Writer
- Technical Content Contributor
- Technical Communication Consultant
- Technical Finance Writer
- Feasibility Study and Corporate Report Writer

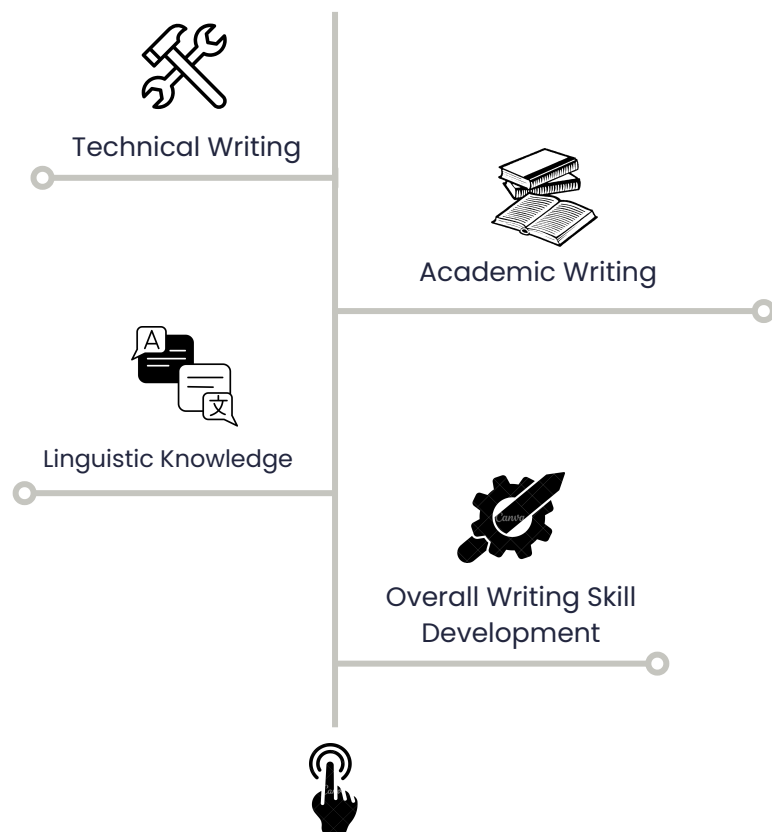
And many more opportunities

Why Foundations of Technical Writing

In today’s workplace, businesses are spending billions of dollars each year on remedial writing training, and in a modern workplace that requires employees to spend hours each day sending emails, writing reports, and interacting with clients, weak writing skills can be a major hindrance to business growth (not to mention the damage poor writing skills can do to public perception of a business's brand). Recent research proves that written communication skills are at the top of employers' wish lists. According to the National Association of Colleges and Employers, **73.4% of employers** want a candidate with strong written communication skills.

A technical writer must have strong communication skills, along with exceptional writing and grammar skills.

Our sessions are designed to help you



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Course Details

This course consists of 5 segments and takes approximately one week to complete each module. Modules include :

Week 1: What is Technical Writing

Week 2: The Reader-Centred Approach

Week 3: Technical Definitions and Descriptions

Week 4: Process Descriptions and Written Instructions

Week 5: Graphics and Visuals

The course is designed for anyone that wants to learn the process of technical writing in the office/workplace.



FORMAT

Asynchronous / Self Pace



LENGTH

42 hours

Why blocksEDU?

BlocksEDU has developed programs that offer micro-credentials focusing on both theory and application to help create an employable workforce. Our mission is to be the “World Leader in Micro-Credentialing Education Courseware Development” We see the future of education where anyone, anywhere can get ahead in today's competitive workforce. Students can acquire micro-credentials in Certificate in Blockchain, Bitcoin & Cryptocurrency which will help give them an edge in today's competitive workforce.

"As a professional already working in the field of corporate social responsibility (CSR), I found the material to be easily applicable to my real-world goals and objectives while also providing me with new additional resources to pull from. As a result, this course will “level up” every student, whether new to the profession and looking for a foundational understanding, or a seasoned expert looking to formalize their work."

Cindy Pope, Corporate Social Responsibility Specialist - ANLB

"The synchronous learning sessions fit well with my work and home life while still allowing for an open, engaging and professional remote learning experience. The instructors brought a wealth of knowledge and experience, and the other course participants also enriched the course and class time with their personal experiences and knowledge in the field of renewable energy. This training was exactly what I was looking for..."

Loretta Ransom, Advisor, Energy Funding, Research and Development, Energy Division, Dept. of Infrastructure, Government of the Northwest Territories.

"Taking the renewable energy series was an encouraging experience. In a world that desperately needs more opportunity for education there are very few options that are attainable for people... The course structure was very clear and concise. We had scheduled evening class time meaning I never had to give up work time, forums and boards make connecting with other students easier, and the instructors made themselves available at all times."

Luke Cecelon, Telecontrol Trainee