



ANSWERS

1. Technical writing is the practice of creating written instructional material. The purpose of technical writing is to explain a process or complex concept so that a particular audience can understand it
2. Produce quality content. Know your audience and your purpose. Make the information accessible. Use proper grammar. Writing style should reflect the audience and purpose of the deliverable.
3. A document is effective if it achieves its purpose and is understood by its audience. Adhering to these principles will achieve that.