

Name \_\_\_\_\_ **Technical Writing**



# Before You Start Writing

1. What will the document be about?

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2. Why is there a need for this document?

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3. What is the intended audience for this document?

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4. What does the audience already know or need to know from this document?

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5. In what context will this document be used?

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6. State the overall objective of this document as precisely as you can.

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