



Advanced Certificate Course in Structured Writing for Technical Documentation

Self-paced Certificate Program – 100% Online – 6 Weeks to Complete – Begin Anytime

Course Overview

The field of technical writing has come a long way from writing clearly and concisely using a keyboard into a new world of structured writing and content management. Documents are no longer written and published as individual entities within a documentation set but rather written as data segments for reuse on systems that automate processes for controlling and managing the segments. Information is no longer published as a document solely for paper output, but for electronic access on PCs, cell phones, and other handheld devices. This means that the technical writer today must be familiar with the solutions that employ the features of structured writing for reuse, and the latest standard approaches for segmenting and storing information for output to multiple types of formats and access on different devices.

The Advanced Certificate Course in Structured Writing for Technical Documentation provides you with an opportunity to use information to create a documentation set. You will have contact with, assistance, and feedback from the instructor as you step through the assignments that help towards the goal of creating your documentation set using the DITA standard.

Students are encouraged to contact the instructor with any questions during the course of study. They may also submit a draft copy of their assignments for critique and review before submitting the final copy.

Required Software

A free trial software download is available online. The instructor will provide details once the course of study has commenced.

Prerequisites

There is no prerequisite for enrolling, although the student should be at a level of writing and knowledge to engage in advanced learning.

Outcome

By the end of this course, you will:

- Know how to interpret a DTD (document type definition).
- Use XMetaL as an authoring tool.
- Segment your data for maximum use and reuse among a documentation set.
- Use XML to tag your data.
- Learn about and use the DITA (Darwin Information Type Architecture) standard.
- Become familiar with the current trends in technical writing in addition to DITA; the S1000D standard, use of IETMs and CMS.

Assessment

Your progress and understanding of the lessons is assessed through:

- Instructor evaluation of your written assignments.
- Quizzes.
- Contribution to the discussion.
- A final project.

Course Extensions

This Certificate Course must be completed within the specified time period noted at the time of enrollment. Extension fees are applicable beyond the end date as follows: 1 month, \$149.00; 2 months, \$179.00; 3 months, \$199.00. Upon successful completion of this course, you may apply for a paper-based certificate from one of our Accredited University Partners. University certificate processing fees apply.