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Documentation Consulting

Rapid Documentation Development

Analysis
Analysis of business and usability requirements for procedural and training documents.

Design
Design of standards and detailed contents to address requirements.

Development
Development of documentation through draft, review and sign off stages.

Systemik provides **documentation designers** and **technical writers** to assist our clients in the analysis, design and development of corporate documentation:

- Policy, process and procedure manuals
- System user guides
- Quality and safety instructions
- Training manuals

Halve Development Costs

Our template tools and **rapid development methodology** radically reduce the amount of consulting required.
The conventional wisdom is that your staff cannot develop effective documentation themselves. Our consultants mentor your staff to develop initial draft, then professionally write and edit documents through to final sign off.

Consulting Expertise

Our core consultants have 10-15 years experience on all manner of documentation projects across industry sectors. Experts in:

- Design of corporate standards
- Analysis of documentation requirements
- Project planning and management
- Working with subject matter experts
- Writing user-focussed documentation
- Editing, review and compliance sign off

Systemik Adds Value

Included in our daily rates are:

- ☐ Design mentoring and project management support
- ☐ Templates and standards - free of charge!
- ☐ Online publishing - free of charge!

Documentation Designers
Analysis of requirements, design of architecture and standards

Technical Writers
Development of policy, procedure and training manuals.

Call us on 02 92337588 for daily rates and availability!

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