



# Technical Writing Workshop

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January 14 -16, 2009  
8:30AM- 4:30PM (Lunch Included)

**I**n response to the interest that has been shown regarding our technical writing classes, we will be offering a public technical writing course. Whether you or your employees are new to writing or if you need some refresher material to spark writing that has become rote and mundane, we can help you! Included in this 3-day training are:

- Refresher on basic writing skills for technical documentation
- Feedback from technical writers regarding your actual document
- Job aids that can help you write concisely and clearly
- Time-saving and accuracy-improving editing techniques
- Helpful MS Word functions that can make the writing process easier

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**T**o Register:

Visit our website at [www.sheaws.com](http://www.sheaws.com), call us at 713-723-9142 or send Ivy Jody an email at [ivy.jody@sheaws.com](mailto:ivy.jody@sheaws.com).

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• **Location**

- UHSBDC
- 2302 Fannin, Suite 200
- Houston, Texas 77002
- Conveniently located
- FREE parking

• **Fee**

- \$1395 before
- December 1, 2008
- \$1495 thereafter.
- Group Discounts
- save \$50 per registration



**Shea**  
Writing & Training Solutions  
*Technology Into Words!*

