User Manual Wiki Assignment

Purpose and Goals

Through this project, your group will **create** a Wikipedia-like page that will serve as a user manual for your group's chosen product. Your wiki page will include a detailed description of the product, an exploded diagram with labels for each major component, and instructions that consumers could follow to get started with and successfully use the product. Your sections will be labeled similarly to these heading: Product Description, Product Diagram, Getting Started, and Instructions for (some function of your product).

You will also **analyze** the sample information provided to create your own user manual that could be used by customers who purchase your product. Your manual will need to **include at least two visual aids** (a picture or mock-up of your product and an exploded line diagram of your product) in addition to text. In the completion of this project, you will **practice using both textual and visual rhetoric** as well as **descriptive writing and textual analysis**.

Requirements

Length: You will write a manual of at least 1000 words. *Your **draft** may be slightly shorter with notes saying where you will expand.*

Primary & Secondary Sources: You will take pictures of your group's mock-up product to include in the manual. To create your mock-up or exploded diagram, you may need to use pre-existing documents, e.g. line drawings of a similar product, clip art, etc.

Citation: You do not need to cite any images that you create; however, if you alter any images that are not your own to create your mock-up or exploded diagram, you will cite them using superscript numbers and a list of reference at the end.

Audience: Your audience for this manual is consumers who might purchase your product in a store or through your *Kickstarter* campaign.

Medium: You may choose to write the text of your manual in a word processor like Microsoft Office or Google Docs, but you will post and format your complete user manual as a Wiki page on our class wiki in Scholar.

Draft Due Date: Sunday July 26th (by midnight)

Tips and suggestions

❖ Your final Wiki will be posted to the Wiki tab in Scholar.

❖ See our class Scholar page for a tutorial on using the Wiki and incorporating formatting and images.

❖ You can visit the Writing Center (Newman Library 2nd floor) to have a writing coach conference with you about this assignment. Remember you can make an appointment to brainstorm, to review a finished draft, or to get assistance at any point in between.

Assessment

Content (50%): You should remember that you are providing information for an audience of customers who purchased or are considering purchasing your product. It is your goal to inform them about the product itself and how it should be used. First, you will provide a detailed description of the product. Next, you will provide an exploded diagram with labels for each major component of the product. Finally, you will provide instructions to help the customer get the product ready for use (a "Getting Started" guide) and instructions to explain how someone would use the product to perform its function(s). Keep in mind that this document should be factually accurate and informative but also persuasive as you want the user to like your product and think it is easy to use. You should also include at least one visual of the product mockup to that will be appealing to your audience and a more simplified exploded line diagram of your product with specific parts labeled.

Organization and Format (20%): You are expected to consider the model user manuals that are available on Scholar as well as other Wiki entries you have seen in the past as you format your manual. Your user manual should include formatting to aid in organization, such as a title, headings, and sub-headings. You may use the headings Product Description, Product Diagram, Getting Started, and Instructions for (some function of your product). If your manual requires it, you should use APA or IEEE formatting for the References section and use superscript numbers ([1]) to mark your citations in the text.

Vocabulary (10%): For this assignment, it is important to use appropriate technical language and vocabulary. However, you should make sure that you keep your audience in mind and explain any terms that you think an average consumer audience would not know. You should also make sure you are using active and descriptive language whenever possible.

Grammar/Mechanics (10%): This user manual should be free of grammatical and mechanical mistakes. You want to show your audience that this manual was carefully and thoughtfully prepared.

Draft Submission (10%): You are expected submit each major assignment as a draft. This draft should meet the minimum requirements for the assignment, but you will have the opportunity to revise this assignment based on instructor feedback.