

Yoseli Morales

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The Use of The Writing Process as It Relates to Technical Communication

One of the significant segments of technical communication is the writing process. It involves four distinct steps; prewriting, drafting, revising, and editing. A writer needs to know these steps to make communication easier and more accurate since they provide a more detailed and accurate form of conveying messages. Technical writing delivers momentous content regarding certain things in different fields (finance, computer software, biotechnology, among others) to the audience or the readers. Further, in the IT industry, technical writing is an essential and integral part. Technical information means communicating information about technical fields or communicating about a certain specialized topic like medical procedures and computer studies. Technical communication helps its users pass on adequate information, allowing them to complete their tasks and convey specific information.

The writing process has four steps to convey information effectively; this includes prewriting, drafting, revising, and editing. All these stages are essential to ensure that the information you convey is adequate; therefore, they need to be followed accordingly. The writing process allows a writer and a reader to relate their work easily; during editing, the writer may refer to the information they have drafted to determine the credibility of the information and identify whether it is eligible for technical communication.

Identifying the type of technical communication is the first step of the writing process; every writing process requires a topic to allow the reader to break it down and provide elaborative writing on the issue at hand. In English, 235 students deal with technical communications, which is broad and often needs to be narrowed down. John Jay's students normally use the writing process in their writing since it accurately details the steps required to make their technical communication effective. Technical communication also involves concise

ideas and detailed examples; this allows the reader to get the idea passed more accurately; therefore, the writing process relates significantly to technical communication creating a major significance to John Jay's students.

The following is a step-by-step analysis of using the writing process for effective technical communication.

Prewriting

Prewriting is the first step in the writing process. The process involves the reader considering which topic they will convey and how certain information will be passed along. In technical writing, the information being passed on is always direct to the point and very detailed; thus, a person must identify the topic they want to pass on. After discussing a topic, a writer must brainstorm on the possible ideas they may include in their topic. This also allows the writer to break down the topic into the desired topic. After identifying the information and breaking down the topic, the writer must organize their content that makes it easier for them to be acquainted. To ensure that you deliver your information correctly, a writer may try writing trial in their read or spoken to see how they will pass the info correctly.

Drafting.

Drafting involves the process in which you put ideas into sentences and connect them in a way that makes sense. As you begin to write down the information based on your topic, your mind will present you with several ideas, and thus, drafting begins. In this stage, a writer does not necessarily have to focus on grammatical errors and spellings. The words you put in might not sound right or make sense, but this process does not require information; it is more of breaking down information to create a base in which a writer can easily select which information is relevant. Since technical communication requires detail, their drafting process might take

Longer judging on the chosen topic. Drafting is writer-oriented as you break down the possible conclusions in your mind to make conclusions and connections detailing your work.

Revising.

Revising is essential in all documents; here, you consider your audience and how you would want them to interpret the information you provide. Here you revise the order of paragraphs and wording in your draft. This process mainly entails making the draft reader appropriate to ensure your method of passing information is effective. The writer elaborates on the draft which information is needed to understand the draft and aligns them correctly to ensure they are easily relatable. The revising process also sees enough information in the draft to make it sensible. Still, it can also determine whether excessive information may derail the draft from conveying the intended information. Revising is critical in ensuring technical communication is passed with the required accuracy.

Editing

The technical communication being drafted is clear and concise, but it may have grammatical errors and spelling mistakes. Other modifications may also be made to ensure that the final draft is without error, examples being organization and information condensation. The writing process is essential in drafting all information, mostly technical communications like medical instructions. Since these are delicate affairs, they need to be arranged to make sense to the audience and follow the writing process. Editing will ensure that the final draft is perfect removing errors in citation, punctuation, word choice, and sentence structure, mainly focuses on making the content clear.