

### Assignment #3 – Writing Instructions

For this assignment, I want you to think about something you could teach to another person. This should be something you've done before and something you feel confident writing about in detail.

In the past, I've had many different topics people have covered, including:

- How to change oil in your car
- How to “double-dig” your garden
- How to properly change a diaper in a daycare
- How to clean an antique rifle
- How to make and decorate placemats without using a sewing machine
- How to passivate laser cut or machined stainless steel components
- How to string and tune a guitar

When writing your process, I want you to keep the following in mind:

- Your process should be at least 3 pages long.
- Choose a topic that you can describe in 20-25 steps (if your process has fewer than 20 steps, they better be more detailed).
- Assume that the members of your audience are novices, which means you should use plain language and identify terms that will need to be explained.
- You are required to include 4 visual aids in your instructions. You can use more than that if you want.
- Make sure to include at least 2 signals (Danger/Warning/Caution)

**DON'T CHOOSE A TOPIC THAT YOU KNOW LITTLE ABOUT.** The importance of this assignment is practicing the process form. Content, except insofar as it allows your process to be detailed, is secondary. I've seen a successful process of making tacos and unsuccessful process descriptions of installing Windows. Focus on a topic that you know well.

A rough draft of your instructions is due Monday, February 28th in a discussion forum and in the “Instructions Rough Draft” Dropbox in the Assignments section.

The final draft will be due Monday, March 21st at 11:59 p.m.