

TechTotal

Corporate Technical Writing and Instructional Designing Training



TechTotal-Corporate Training Profile

Professional Summary

- Around 13 years of experience in e-learning, Instructional Designing, technical writing, software documentation and training functions.
- Expertise in creating all documents involved in SDLC , software simulation and training presentations
- Expertise in training Rapid e-learning, Help Authoring and publishing tools.

Core Competency and Training Specialization

Instructional Designing, Technical Writing, E-learning Tools, Online and Print Publishing Tools, Documentation Development Life Cycle, Learning Management System.

Training and Work Experience

- Has trained corporates at ADP, Benz, L & T, Wipro , TCS, Google, Karvy, Mede-care and numerous content writers, Corporate trainers, L and D professionals, proof readers, editors, software engineers and other aspirants.
- Worked for various IT companies in developing Software and elearning materials.
- Successfully handled Instructional Designing, e-learning and technical Writing batches and also developed the content for training.
- Designing the Course Outline and developing training material as per the learning objectives.
- Wrote market communication material and developed product literature for software
- Thorough knowledge of the E-Learning development processes, from inception to completion.
- Design of short and long-term training schedules and then track the progress of participants to ensure that the learning objectives are being met.
- Developed modules like interviewing skills, selling skills, communication skills, email, telephone and office etiquette.
- Preparation of Interactive training content based on ID methodologies.
- Design and implementation of LMS in lines with SCORM Standards.
- Designed and developed user guides, online help systems and associated product documentation like Release notes, learning material etc.
- Certified Trainer from TechTotal, trained over 1000 + instructional designers, engineers, content writers, HR's, trainers and graphic designers.



“We are dedicated to provide the industry and aspirants with the best consulting and training expertise in technical writing, instructional designing, e-learning and related specialized skills.”

TechTotal Soft Systems Pvt Ltd. Contact: Bang: 09663015166/ Hyd: 09989699562

TechTotal Training experience (Corporate and Others) – Partial List

Program	Duration	Company	Audience
Instructional Designing & E-learning	Full course	Athiya	2 Assistant Managers - L & D (Projects)
Instructional Designing & E-learning	Full course	Philips	1 Learning admin specialist
Instructional Designing & E-learning	Full course	Sterling Holidays	Vice President – COE for Performance Enablement
Technical Writing Training	2 days	Harsco	8 Engineers and 2 Technical Writers in Rail domain.
Technical English Training	1 day	Honeywell	70 Software professionals with 6-12 years' experience from Bangalore , Madurai and Hyderabad
Technical Writing Training-How to write Knowledge base articles	2 days	Arcserve	10 Senior support engineers
Technical English Training	2 days	Honeywell	60 Software professionals with 6-12 years' experience from Bangalore , Madurai and Hyderabad
Madcap Flare (Help Authoring Tool) Training	1 day	L&T Technology Services Limited	Sr Technical Writers
Instructional Designing and E-learning tools	30 days	Amazon	Group of 3 members with 6-12 years' experience in L & D
Instructional Designing and E-learning with Articulate	3 days	Microsoft	Group of 5 people with 10 years' experience in Training and Development.
Instructional Designing, Content writing and E-learning	30 days	Wipro	3 Corporate trainers with 8-10 years' experience in L and D
Research Writing , Academic writing and E-learning	3 days	Karnataka Veterinary, Animal and Fisheries Sciences University	5 Professors
Instructional Designing, Storyboarding and E-learning	30 days	Mahindra and Mahindra	Training Manager
Advanced Technical Writing and Documentation	2 days	Microsoft Global Services Center (India) Pvt Ltd.	Consultants, Tech leads, Project Managers.
Instructional Designing, LMS and ILT documents	3 days	Yash technologies	2 Training managers with 10 and 8 years of experience
Workshop on Technical Writing	2 days	Toshiba, Bangalore	Business Analysts from Japan
Technical Report Writing Training	1 day	Bosch	Senior Managers
Instructional Designing Workshop	5 days		For Technical and Content Writers
Instructional Designing Full time course	30 days		For a team of 20 new recruits
Technical Writing and Software documentation Skills	5 days	ICTA, Colombo, Srilanka	26 IT programmers, Analyst and Testers from the software Industries
Workshop on course design and content creation	2 days	Mahindra and Mahindra, Mumbai	HR's and Trainers
Certification in Technical	30 Hours	WNS, Pune	2 Sr. Operational Managers

Program	Duration	Company	Audience
Writing			
Workshop on e-learning and Adobe Captivate latest version	1 day	Kantar Operations	Training Managers and Deputy General Managers
Instructional Designing, e-learning and course content development	2 days	TCS	HR is from L and D department.
Articulate Storyline Training	1 day	IBM	E-learning specialist
Articulate Studio and Storyline Training	1 day	Focus Eduvation	E-learning Team
Articulate Studio and Storyline Training	1 day	Priskills	Fresh Instructional designers and writers.
Workshop on course design and content creation	2 Days	Mahindra and Mahindra	HR's and Trainers
Technical Writing and SDLC documents	2 Days	Infineon Technologies	Group of 30 engineers, testers, programmers and project leads
ID and E-learning Tools, Advance MS word and PowerPoint	30 Hours	Northern Trust	8 to 10 years experience trainers and managers
Instructional Designing Training	40 Hours	Oracle	2 freshers
Articulate Storyline Training	6 Hours	Qatar Airways	Training Manager
Instructional Designing and E-learning Certification	50 Hours	Murugappa Group	HR managers and L & D professionals
Instructional Designing Training	30 Hours	Deutsch Bank	Functional and behavioural trainers
E-learning and Publishing software	20 Hours	Wipro	Content Writers and LMS managers
Instructional Designing Course	30 Hours	CISCO	Process Trainers and Content Writers
Writing SDLC documents	20 Hours	Benz	Developers and Business Analyst
Technical Writing and SDLC documents	20 Hours	Poseedge	SME's and Engineers
Instructional Designing regular course	30 Hours	Unisys	5 training members individual training
Technical Writing Awareness	18 Hours	L and T	Engineers and Proposal Writers
Instructional Designing User Guide development	40 Hours	ADP	Process Trainers and Managers
Instructional Designing and Tools	30 Hours	Karvy	Training Managers
Instructional Designing and Tools	30 Hours	TCS	Trainers and content developers
Instructional Designing and tools (online corporate Training)	25 Hours	Reliance Energy Management Institute-Mumbai	Assistant Manager(Learning and Development)
Advanced Technical Writing Training	20 Hours	Agility	Technical Writers
Basic concepts in Technical writing	25 Hours	Xius- Bcgi	Beginners, Corporate audience
Implementing Technical Writing standards	10 Hours	Analogics Technomatics	Programmers and content writers
Getting into Technical Writing	12 Hours	ReachIT	College students (CIEFEL)

Program	Duration	Company	Audience
How to create Online Help systems	8 Hours	Mede-care	Customer support team, Writers
Documenting the user interface	4 Hours	TechTotal	Beginners in technical writing
Instructional Designing and tools	30 Hours	Google	BA and Lead Trainers
Information structuring and Document formatting	10 Hours	TechTotal	Beginners in technical writing
Audience Analysis and Usability testing	10 Hours	TechTotal	Technical Writers
Advanced program in Technical Communications	100 Hours	TechTotal	Technical writing aspirants
Writing and the process of communication	8 Hours	TechTotal	General Audience, Writers
Introduction to Technical Writing	4 Hours	HCU, Osmania, Villamary	Final Year graduates

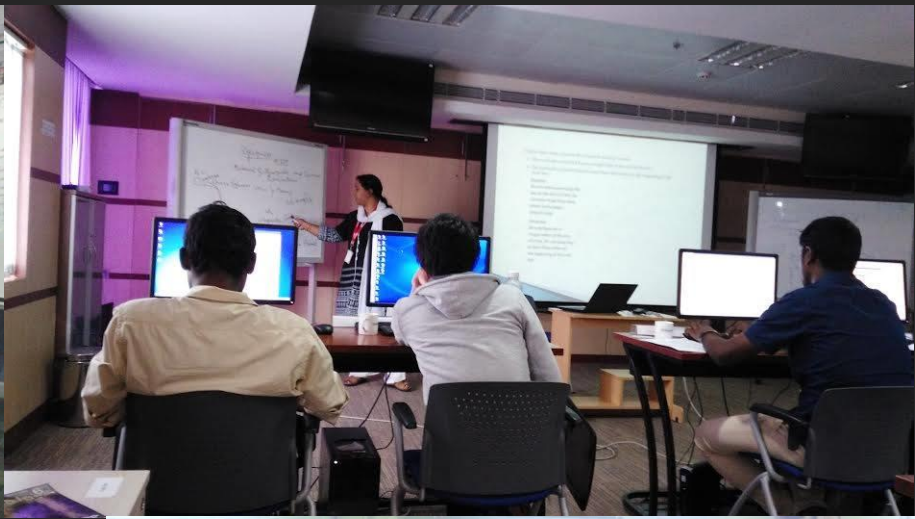
Areas of Expertise:

- e-learning outputs: CBTs, WBTs and ILTs
- Technical documentation for software and hardware products
- Courseware development
- Project management of technical documentation solutions

Publishing & E-learning Tools

Documentation:	Adobe RoboHelp, MS Word, Ms Power Point, Adobe FrameMaker, Madcap Flare
E-learning tools:	Adobe Captivate, Techsmith Camtasia, Articulate 360 (Rise, Studio & Storyline), Adobe Presenter, Lectora
Designing tools:	Adobe Dreamweaver
Image Drawing/Editing:	Adobe Photoshop, Snagit, MS Visio





Gallery

Testimonials

Overall, the training program is wonderful and well planned. I didn't find it is too packed or overloaded. The assignments are provided in time to the candidates. You people are doing great job in providing this unique training. Many people are not aware about this career. Such training definitely helps.

Siddharth Baishya, Instruction Designer, IBM

TechTotal provided me with the knowledge and skills I needed to take my career to the next level! Their one on one tutoring ensures that students get the attention they need to develop quickly. I found that the support and guidance was always there and they were more than willing to help me with any questions I had along the way.

The Instructional Design program engaged all elements I expected and more. From technical writing and the ADDIE model to elearning tools, I was more than equipped to take on today's ID challenges. This is the best value for your money hands down!

Deren Sanli, Learning Specialist, Canada

TechTotal is the pillar of my success in Instructional Designing and I really appreciate the support and motivation I have received from you during the course.

Donna Stewart- Trainer, Instructional Designer, Newyork, USA

Thanks to the dynamic team of TechTotal who have been instrumental in me gaining a foothold as an Instructional Designer. The training style and approach of trainers are highly commendable, who complement each other for effective training. I intend to maintain the same rapport with you folks and master this creative field on par with you. **Angela Paul, Language Trainer, ADP**

I take this opportunity to thank instructors individually for assisting me in my quest for success.

Parul Yoganand, Communication Specialist, Unisys.

The course enabled me to acquire the much-needed exposure for entering the e-learning industry within a short span of time, say one month! I secured a position as Instructional Designer in a reputed e-learning company upon successful completion of the course. My heartfelt thanks to the entire team of TechTotal. I recommend this course to all aspirants who wish to build a career for themselves in the e-learning industry. All the best. **Rajib Chakraborty, Instructional Designer**

Head Office



TechTotal Soft Systems Private Limited
8-2-150, Srinagar Colony
Panjagutta, Hyderabad - 500082
Andhra Pradesh, India.
Tel No: 914023742145
Mobile: 9989699561/562
E-mail: virender@techtotalsystems.com

Bangalore Branch:

No: 147, 4th Cross, Next to Shirdi Sai
Baba Road, Cambridge Layout,
Indiranagar, Bangalore - 560008
Mobile: 09663015166/09989699562
Landline: 080-41179782
Email: shraavan@techtotalsystems.com

TechTotal Soft Systems Pvt. Ltd.

