Instruction Manuals, Project Procedures, and Contest Rules
Student Learning Objectives

#1 apply knowledge
#3 contemporary issues
#4 broad education
#5 multi-disciplinary teams
#6 professional and ethical responsibility
#7 communicate effectively
General Guidelines

• Analyze your audience
• Plan for safety
• Use lots of figures and diagrams
• Number the instructions (be sure to present in chronological order)
• Use the imperative mood
• Include an overview
Checklist

• Are the instructions matched to the skill level of the audience?
• Is the overall process and purpose described?
• Are all theories and principles explained?
• Are all of the steps listed (and in correct order)?
• Are all of the materials listed?
Checklist

• Is a budget included?
• Is a schedule / timeline included?
• Are there lots of illustrations and examples?
• Are references for further information or assistance provided?