

USER INSTRUCTIONS MANUAL

BACKGROUND

Your company has decided to go ahead with your chosen design concept that you presented and received feedback about last week. You have been asked to sketch and annotate a user instructions manual for that concept for further consideration of your concept. Taking last week's feedback into consideration, and using sketches and written notations, produce a user instructions manual for the purchaser of your product.

SCENARIO

Put yourself in the position of the user. What do you need to know, and in what order, to correctly and safely assemble and use your design concept? Review your work to see if you have missed any important details and to verify the order that you have arranged the information. Is it logical and appropriate? What current knowledge of this type of product and user instructions manuals do you have that you can reinvest for the development of this concept's instruction manual?

ASSIGNMENT

1. **PREPLAN:** Use 11 x 17 paper in a landscape format. Consider the order of the steps using notes and thumbnail sketches. How will it be used? Are there any specific details that the user should be made aware of at specific points during product assembly and usage? Are there any safety &/or security implications to assembling and using your design? If so, where and how should they be indicated in the manual?

Decide how the sketches and notations will be laid out on the paper. A suggestion is to use frames for the sketched images for neatness, order, and clarity. Complete preplanning before beginning Step 2 MANUAL.

2. **MANUAL:** Use 11 x 17 paper in a landscape format. Create the frames and sketches with reasonable care (ruler not required). Add notations (i.e. instructions) to the sketches. Instructions may be in point form, but must be descriptive and complete. Do not waste time by adding colour to the sketches.
3. **EVALUATE:** After the 1.5-hour time limit, you will exchange manuals with someone else in the class. You will take time to review each other's user manuals and make verbal comments and suggestions regarding clarity and comprehension. There may be time to exchange more than once during class time.

OUTCOMES

1. Practice writing clearly and thoughtfully for a target audience.
2. Provide reflection on the communication of descriptive instructions for a product design concept.
3. Provide reflection on the viability of a design concept and its utility and usability for the user.
4. Receive feedback from others regarding the clarity and comprehension, and completeness of the user manual.
4. Provide instructor with the opportunity to identify and resolve questions or problems.

TIME LIMIT

1.5 hours

VALUE

10% of course grade (excluding 3. EVALUATE)