

Focus Areas for Technical Editing

1

Content Accuracy

Verify all data, instructions, and technical details.



2

Language Clarity

Simplify complex sentences and ensure that jargon is appropriate for the audience.



3

Consistency

Maintain uniformity in terminology, style, and formatting.



4

Structure and Flow

Organize content logically with clear headings, bullet points, and numbered lists.



5

Compliance

Check for adherence to relevant standards, regulations, and guidelines.



6

Formatting and Presentation

Ensure the document is visually appealing and easy to navigate.



Technical Editing

D Kirk



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