

Technowrites Corporate Training Case Study



L&T Infotech

L&T Infotech is a subsidiary of Larsen & Toubro Limited, India. L&T Infotech is a global IT solution based company offering state of the art solutions in various sectors like IT, automotive, aerospace, healthcare, banking and finance, energy, and many more.

Client's Challenges	<ul style="list-style-type: none">• Lack of knowledge about Process Documentation• No standards for documenting processes• Language used not as per industry standards		
Training Completed	<ul style="list-style-type: none">• Process Documentation Training at L&T Infotech office, Mahape, Thane (Maharashtra, India)		
Training Duration	16 Hours	Training Location	<ul style="list-style-type: none">• Mumbai
Batches	1	Tool	<ul style="list-style-type: none">• MS Word
Training Highlights	<ul style="list-style-type: none">• Training provided to the Human resource, Training, and Quality Control departments.• Trainer helped the trainees to understand writing criteria for standard procedures.• Trainer helped the trainees to create SOPs, Templates, and flowcharts.• Trainees optimized the size of their document from 19 pages to 11 pages.		
Participant Takeaways	<ul style="list-style-type: none">• Printed booklets• Exercise sheets• Ready to use checklists	<ul style="list-style-type: none">• Reference material	