

More than
1500
students
trained and
placed

Prospectus of the
Certificate Course in DITA
Offered by



Registered Office:

24, Kshipra Sahaniwas, Karvenagar,
Pune – 411 052, India

Pune Training Center:

Second Floor, Bhawkar Bhavan,
31, K.B.Joshi Road,
Off University Road, Opp.Hand-made Institute
Near Agriculture College, Shivaji Nagar
Pune – 411005 India
Phone: +91 99232 09602
Email: mak@technowrites.com
marketing@technowrites.com
Website: www.technowrites.com
www.technowritesversity.com

Release Number: 2/2020
Release Date: 24/11/2020

Table of Contents

ABOUT TECHNOWRITES	3
OUR SERVICES.....	3
INFRASTRUCTURE.....	3
TECHNOWRITES’S CLIENTS.....	4
ABOUT THE COURSE	6
ELIGIBILITY.....	7
ADMISSION PROCEDURE.....	7
COURSE SYLLABUS.....	7
COURSE MATERIAL	9
APTITUDE TEST.....	9
BATCH TIMING.....	9
APPLICATION PROCEDURE.....	9
RULES & REGULATIONS.....	9
COMPANIES WHO HAVE HIRED OUR STUDENTS.....	10
FREQUENTLY ASKED QUESTIONS.....	11
HERE IS WHAT SOME OF OUR STUDENTS SAY... ..	13
MAKARAND PANDIT DETAILED PROFILE.....	17

About Technowrites

Technowrites is a professionally managed company, specializing in technical communication. Since 1994, Technowrites has established its name as a quality supplier. Technowrites is an asset to the customer base in India and abroad. Technowrites is committed to the industry and its growth.

Our Services

Technowrites offers services in:

- ❑ Designing and Writing
 - User Guides
 - Online Help
 - Training Material
 - Technical/Procedural Documents
- ❑ Instructional Design
- ❑ Designing and Developing Computer-Based Training (CBT) & Web-Based Training (WBT)
- ❑ Individual Training in Technical Writing
- ❑ Corporate Training in Technical Writing, Business Communication, and Proposal Writing

Infrastructure

Technowrites has a state-of-the-art technological setup and a competent team of professionals, belonging to varied fields like engineering, finance, marketing, and management. We work with the latest tools, including Word Editors, Graphic Creation, and Help Authoring Tools.

Our library has a unique collection of books on topics related to:

- Technical Writing
- Instructional Design
- Communication
- Dictionaries
- Style Guides
- Management
- Programming
- Multimedia
- Graphics Design
- Videos of all lectures of the course

Technowrites's Clients

We undertake on-site and off-site assignments, contracts, and projects from the industry. For on-site assignments, we depute our technical team to work at the client's premises.

Some of our clients include

Information Technology

- 3i Infotech (Formerly ICICI Infotech), India
- Accenture Service Ltd, India
- Atos Origin, India
- Aztecsoft-itest (Formerly Disha Technologies), India
- Blue Star Infotech, India
- Computer Associates, India
- Cranes Software International Ltd., India
- CXO Systems, India
- DMR Consulting, Australia
- Extenprise eSolutions, India
- Financial Engineering Solution Pvt. Ltd., India
- Geometric Software solutions, India
- Hewlett-Packard (HP), India
- HSBC Software Development, India
- Information and Telecom Systems India
- Infosys Technologies Limited, India
- Interlink Group, LLC (Taken over by EMC), India
- Jopasana Software&Systems, India
- Kanbay Software (India) Pvt. Ltd.
- KPIT Cummins Infosystems Ltd., India
- L&T Infotech, India
- Tech-Mahindra Limited (Formerly Mahindra-British Telecom), India
- Microsoft, India
- NCE Technologies, Inc, USA
- iGATE Patni (Formerly Patni Computer Systems), India
- Recosoft Corporation, Osaka, Japan
- Remittag Software Company, India
- SAP Labs India Pvt. Ltd., India
- Satyam Computer Services Ltd, India
- Synechron Technologies Pvt. Ltd., India
- System Task Group International, USA
- Tata Consultancy Services, India
- Techatalyst Infoserv Pvt. Ltd., India
- TVS Infotech, India
- VeriSoft InfoServices Pvt. Ltd., India
- Wipro Technologies, India
- Xpanxion International Pvt. Ltd., India
- Gridlogics Technologies Pvt. Ltd.
- Impact Systems
- eTouch Systems

Telecommunication & Networking

- Alcatel, USA (through Axes Technologies, India is now taken over by Tech Mahindra)
- Bharti Telesoft Ltd., India
- Greenfield Networks, California, USA
- Kenati Technologies, USA
- Motorola, Inc, USA
- Nokia, India, Singapore & Finland

Semiconductor

- Kulicke & Soffa Pte Ltd, Singapore
- E-Tools USA
- Taray, India

Banking & Finance

- Citibank N. A., Singapore
- Deutsche Bank, Singapore
- GM Finance (Through STG International, USA)
- Kotak Securities, India
- National Stock Exchange, India
- SunGard, USA
- System Access, Singapore
- Worldbank, USA (Through Infosys, India)

Engineering, Automotive & Manufacturing

- Associated Cement Companies Limited, India
- Larsen & Toubro Limited-Heavy Engineering Division (L&T HED)
- MWH India Pvt. Ltd.
- United Technologies
- Kirloskar Pneumatic Co. Ltd.
- Kirloskar Brothers Limited

Control & Automation

- Aplab Limited, India
- Aplab-Seba Electronics Limited, India
- Emerson Exports, India
- Rockwell Automation, USA

Integrated Automation and Software Solutions

- Honeywell, India & Singapore

Logistics

- Danaos Management Consultants, Greece (Shipping)
- DHL, Malaysia (Through Infosys, India)
- P & O Nedlloyd (Taken over by Maersk India Pvt. Ltd)

E-Learning

- Trina Systems Private Ltd, India

Educational Institutions

- Sinhgad Institute of Management and Computer Applications, India
- Symbiosis Center for Information Technology, India
- Indian Institute of Coal Management, India

Life Sciences

- InSilico Consulting, India
- Strand Life Sciences (Formerly Strand Genomics), India

Research & Development (R&D)

- TRDDC- The Tata Research Development and Design Centre
- Glam India

Training Institute

- Aptech Computer Education

DITA

Darwin Information Typing Architecture is increasing in popularity day by day. Technowrites brings to you a complete Certificate Course Dedicated to DITA.

About the Course

Course Details

Course Title	Certificate Course in DITA
Type of Training	Virtual Classroom batch
Course Fees	Contact us for latest prices and special discounts
Course Duration	2 weeks (Approximately 16 hours including Assignments, Tutorials, and Practice sessions)
Course Venue	Technowrites's online classroom
Course Material	<ul style="list-style-type: none">• DITA Open Toolkit ready to be installed (with support for installation)<ul style="list-style-type: none">○ All components of toolkit○ Explanation of all elements in all DTDs and Schema○ QC Sheets○ Samples of Good/Bad Resume○ Much more...

Note: All public holidays will be applicable as per Technowrites's list of holiday.

Overview of Technowrites Online DITA Course Models

DITA DT

DITA DT i.e. Darwin Information Typing Architecture course is a systematic training program for technical writers who want to enhance their career growth. DITA is an open-source, XML-based architecture for producing and delivering technical documentation. DITA DT will take you right through the basics of HTML, XML to the complex DITA concepts in an easy to understand approach. Additionally, you will get hands-on training on the DITA open toolkit and some of the latest XML editors through tutorials. The course is planned systematically to acquaint you with DITA in a comprehensible manner. Moreover, several reference materials and resources links are shared with the course to help you get a deeper understanding of the subject.

DITA DT+AS

DITA DT AS is a modular package with a blend of DITA course and assignment. DITA course encompasses all the basic and advanced topics related to DITA i.e. Darwin Information Typing Architecture. This course will impart theoretical and practical knowledge needed for learning DITA. In DITA DT+AS, apart from the training in DITA, you will have to work on an assignment based on the training you have done. You will receive expert feedback on this assignment, which will help you assess your understanding of DITA. This package will give you an enriching hands-on experience.

DITA DT+AS+CT

DITA DT+AS+CT is a certificate program for Darwin Information Typing Architecture (DITA) course. It is a comprehensive training package, which delivers you the basics, and advanced features of DITA. Besides, there is an assignment included in the package to improve your confidence in DITA. On successful completion of the DITA training and the assignment, you will have to appear for an exam and then you get a certificate from Technowrites. This certificate will benefit you to demonstrate your DITA competency. This package is surely a differentiator for you against the competition in technical communication.

For more details visit our website
www.technowritesiversity.com

Eligibility

The eligibility for the course models is as follows:

- Graduation in any discipline is recommended
- Should have Technical Writing experience of 2 years or more
- Knowledge of MS Windows & MS Office
- A screening test can be taken by students to test their abilities and skills. This test will be optional but is recommended. For more information, see the respective section in this document.

Admission Procedure

- The student has to pay the complete course fees including tax (18%) at the time of taking admission.

Technowrites reserves the right to refuse admission to a candidate owing to administrative or business reasons.

Course Syllabus

The course consists of the following subjects.

Subject No.	Subject Name	Subject Contents
1	Topic-based Authoring	<ul style="list-style-type: none">• Philosophy of Topic-based Authoring• Principles of Minimalism & Content Re-use• Comparison of document-based authoring and topic-based authoring• Disadvantages of document-based authoring• Advantages of minimalism• Advantages of topic-based authoring• Advantages of content re-use
2	XML	<ul style="list-style-type: none">• Introduction to HTML• Limitations of HTML• History & Development of XML• XML Types• DTD & Schema• XML Editors• Creating XML files• Use of XML in Technical Writing• Reasons for popularity of XML• DocBook DTDs/Schema• Introduction to XSLT• Advantages• <i>Exercises</i>
3	DITA Basics	<ul style="list-style-type: none">• History• Development• Major Milestones• Advantages

		<ul style="list-style-type: none"> • Limitations • <i>Exercises</i>
4	DITA OT	<ul style="list-style-type: none"> • Overview • Architecture & Component Diagram • Downloading DITA open toolkit • How and where to unzip the DITA open toolkit • Installing JDK • Testing DITA open toolkit • Authoring Process using DITA OT • Working with existing samples provided in the DITA open toolkit • Components (JAVA, ant, Saxon, XML editors, FOs and others) • <i>New features introduced in DITA OT 2.1</i>
5	Working on DITA Projects	<ul style="list-style-type: none"> • Creating Topics (Concepts, Tasks, References) • Creating DITA Map files • Choosing FO • Generating output • <i>Exercises</i>
6	Advanced Topics	<ul style="list-style-type: none"> • Difference between DITA OT and DITA-ready authoring tools (XMetal, Structured FrameMaker) • DITA Customizations • Use of DITA in Localizations & Translations • Anticipated Future Developments
7	XMetal Training Session	<ul style="list-style-type: none"> • Getting started with XMetal • Creating concept topic • Creating task topic • Creating a reference topic • Creating DITA map file • Generating output
8	Oxygen Training Sessions	<ul style="list-style-type: none"> • Getting started with Oxygen • Creating concept topic • Creating task topic • Creating a reference topic • Creating DITA map file • Generating output

The course also includes a series of assignments related to the topics mentioned above. The students may be asked to repeat the assignments until the output is up to the professional level.

Please Note: This is a unique course model based on Technowrites experience of more than 28 years of work and more than 20 years of (individual and corporate) training. No other institute or organization is offering this course in exactly the same model as mentioned above. The overall response of the course has been very good. However, a student's development directly depends on his/her ability, efforts, and willingness to learn.

Course Material

The material includes

- Access to Technowrites DITA Google Group

Aptitude Test

The test is optional can be conducted on the candidate's request to check the aptitude. It is not mandatory that the candidate should give and clear the test for joining the course. The entrance test and personalized feedback is completely free. Technowrites feels it is better to appear for the test and get personalized feedback, rather than pay the complete fee and not complete the course.

The test can be taken in Technowrites's Pune office or can also be taken remotely (online).

Batch Timing

This course is online in virtual classroom. So, no specific batch timings. The students are expected to view the videos and coordinate with the faculty through email/phone/WhatsApp.

Faculty will answer questions.

Application Procedure

Application form should be submitted along with course fees. Payment is to be made by cheque or demand draft drawn in favor of Technowrites Pvt. Ltd., payable at Pune.

Payment can also be made via credit/debit card or via bank transfer to Technowrites. Call us for more information.

Send your application form to:

Technowrites Pvt. Ltd.

24, Kshipra Sahaniwas, Karvenagar,

Pune 411 052, India

Phone: +91 99232 09602

Email: mak@technowrites.com

marketing@technowrites.com

Rules & Regulations

- *Technowrites reserves the right to refuse admission to a candidate without giving any reason.*
- *Technowrites reserves the right to terminate the admission of any candidate if he/she:*
 - *Does not complete and submit assignments on time.*
 - *Violates the administrative rules of Technowrites Pvt. Ltd.*
 - *Does not pay complete fees.*
 - *Misuses, tries to decrypt, tries to upload the course material thus violating the copyrights.*

The course fees will not be refunded.

Companies who have hired our students

- Amdocs
- Avaya
- Accenture
- BMC
- CapGemini
- Cognizant
- Tech Mahindra
- Cybage
- Fundtech
- Geometric Software solutions
- gloStream
- Hewlett-Packard (HP), India
- Honeywell Technologies
- HSBC Software Development
- IBM
- Infosys Technologies Limited
- Kenati Technologies
- KPIT Cummins Infosystems
- National Informatics Centre
- Oracle
- Persistent Systems
- SAP Labs
- Siemens 3D PLM
- Sify
- SunGard
- Symantec
- Tata Technologies
- TCS
- MIT College, Pune
- NTT Data
- Tibco
- TechTalks
- Hitachi
- Red Hat Solutions
- Fluxonix Technologies
- Progigo Software
- United Software Association
- Commit Technologies
- System Plus Technologies
- Knowledge Labs
- NICE Software Solutions
- Ecotech IT Solutions
- Reflexis Systems
- Blink Consulting

Frequently Asked Questions

How will I benefit from the course?

This is a unique course designed by Technowrites to meet the requirements of the industry and supplement its growth. The course is highly job-oriented. The course is unique in many ways:

- The training includes many assignments, which are tuned to the real-life requirements of the industry.
- It is ideal for anyone who is working as a TW and wants to progress in the career by learning DITA
- Good training is guaranteed as the course model is designed based on our more than 28 years of professional experience and more than 20 years of training experience.
- The course model is continuously updated to ensure that it is in line with the industry's requirements.

Why is there an aptitude test? Can't you take everyone who is ready to pay the fees?

Technowrites wants to take in good candidates and give them good training. We do not recommend this course to someone who is not a Technical Writer. We therefore test the candidates and then recommend this course to them. Paying the fees and joining the course is the candidate's decision. A candidate, even after failing the test, will be permitted to take admission to the course.

Will I get a certificate after completion of the course?

Yes, on successful completion of the course, you will get an certificate from Technowrites Pvt. Ltd.

Is this course affiliated to any university or any other educational institute?

This course is not affiliated to any university or any other educational institute. It is conceptualized by Technowrites Pvt. Ltd. Technowrites has an established name in the industry. It has been created based on our professional and training experience.

What salary can I expect after completing the course?

Our courses are highly appreciated by the industry. However, the pay packet will depend on a number of factors, current package, and ability to negotiate, employer standards, ongoing market rate, and so on.

Does Technowrites give a job guarantee to candidates who complete this course successfully?

Technowrites Pvt. Ltd. is positive that the students will get a good placement after completing the course. Here are the plus points of the course.

1. The entire course is designed for fulfilling requirements of a job. All the course assignments are related to the day-to-day work done by Technical Writers.
2. We send information about companies looking out for Technical Writers to our course students.
3. We have special sessions related to resume-writing (for a technical writer, resume is seen as sample of writing).
4. We have special sessions on appearing for interviews.
5. We maintain a group that regularly gets job requirements.

Our track record says it all! Our courses have 80% placement record. ***In spite of this, Technowrites Pvt. Ltd. does not give any job guarantee; because we think it is unethical to make a false promise.***

Could the course structure and content be updated in future?

We believe in continuously updating our courses to cover latest topics and trends. So the course most certainly would be updated every year! You can get all updates within 6 months of join course for free.

Who conducts the courses?



Makarand (Mak) Pandit, Managing Director of Technowrites, conducts the courses at Pune center. For other centers also Mak conducted some lectures in person or online. Refer to his detailed profile in the sample booklet or his LinkedIn profile at <https://www.linkedin.com/in/makarandpandit/>

Mak was awarded the status of Fellow of the Society for Technical Communication in the year 2016. He was the first Indian to get this honor.

Many of his articles are available online and more than 50 videos available on the YouTube Channel at [Technowrites YouTube Channel](https://www.youtube.com/user/mytechnowrites) <https://www.youtube.com/user/mytechnowrites>

Here is what some of our students say...

Aditi Kumthekar
Infosys, November 2012
E-mail ID: aditi.136@gmail.com

I am glad I joined the Diploma in Technical Communication at Technowrites. The course played a pivotal role in making my career profile robust. Mak Sir's guidance and innate ability to explain the concepts with real life examples enabled to have a crisp and clear concept understanding. The assignments did a miracle by molding me to the corporate world of Technical Writing. Mak Sir's sincere efforts in informing us with the quality job opportunities helped me a lot in preparing and facing the interviews. I have also enrolled for the ID course and look forward to enhance my skill-set.

I am drawing Rs. 3.8 Lakh CTC in my current organization. The course just ended and I have already got placed at Infosys. They have offered me an almost 100% hike in CTC. Many thanks to Technowrites for this zip-zap-zoom salary rise! Technowrites - you rock!! Cheers - Aditi Kumthekar

Deval Faldu
BMC Software
Email ID: devalfaldu1611@gmail.com

When switching a career from finance to technical-writing, there were a 1000 questions running through my mind. Am I making the right decision? But now I realize it was the wisest decision that I made. Once I got myself enrolled in the Diploma for Technical Communication, all my fears were put to rest. The course is intricately designed to train a non-tech background person for a career in Technical Writing. The assignments are so well designed and reviewed personally by Mak sir. The internship with Technowrites helped me prepare for the real-life job environment in this new field. The best thing about Technowrites is the association doesn't end when the course does. Anytime I am in doubt, Mak Sir is just an email away. Apart from that I always felt that I was mentored in a way that helped me realize my full potential. I would recommend this course to anyone who has a desire to become a technical writer. The rest of it is taken care by this course!!!

Saily Narvekar
Fundtech
Email ID: sailynarvekar@gmail.com

Genuine thanks to all the staff at Technowrites, especially Mak sir and Abhijeet sir. The course is expertly designed, with a perfect blend of theoretical knowledge, communication techniques and practical assignments. It steers even a non-technical person like me to the technical path, through the exact 'how' 'why' and 'whens' of the technical stuff. Also, Technical writing is a budding and honorable profession and has a promising future. One can get to explore various fields like finance, science, IT, pharma, defence, etc.

Surya Kumari Govindu
NTT Data
Email ID: skgovindu@yahoo.com

Diploma in Technical Communication has made me a "Complete" Technical writer. Though I was in the field of writing for many years prior to joining the course, it has given me the confidence to do documentation of any project in any field. Assignments, mock interviews, brainstorming sessions, group activities and anecdotes shared by Mak sir mould the students into Technical writers. All one needs is a dream to excel as a Technical writer and rest of it is taken care of by "Technowrites". All the best to all the aspiring technical writers!

Lobhas Paradkar
NICE Software Solutions
Email ID: lobhas.paradkar@gmail.com

Every aspiring Technical Writer must undergo this training program because: • It is industry oriented. • It helps you understand the trend in Technical Writing Industry. • It boosts up your confidence level by assigning challenging tasks. • It grooms your personality as a Technical Writer. • It may prove to be a turning point in your life. • It gives you the POWER.

P=Professionalism: You must have a professional approach towards your work to meet your deadlines. O=Organizational Ethics and W=Work Culture: DTC group assignments help you to understand the importance of organizational ethics and work cultures of different teams in an organization to become a good team player. E=Freedom of Expression: As a Technical Writer you should be moderately expressive and DTC assignments help you understand the need to avoid your emotions while writing about a product. R=Representation Skills: You should have the clarity of thought about the product and the document you are working on, as you are the representative of the product for the end user who is reading the document.

Shikha Singh
Technical Writer
E-mail ID: shikha.j.singh@gmail.com

Technowrites is a place where you find absolute focus on 'quality' technical writing. It is the best place to learn, not only technical writing; but also, project planning, managing, and teamwork.

My training at Technowrites has been that of continuous learning and improving skills. Probably the only organization where the Director of the company finds a trainee capable enough to (critically) review what he has written and considers the feedback!

In my technical writing career in Pune and Mumbai - One fact that I've come across is that...if there is a good technical writer in an organization; he/she has, at some time, been associated with Technowrites.

Abhilash Scariya
Information Developer, SAP Labs India
E-mail ID: abhilashpro@yahoo.com

I got to work on different types of documentation for various clients of Technowrites. Big corporates taught me to work in a team, while small firms taught me to manage documentation projects single-handedly. Those first two years of my professional life kick-started my career well and taught me all the skills I would need. Technowrites, I can personally vouch for it.

Pallavi Sharma
Technical Writer
E-mail ID: pallavish1980@yahoo.com

In my opinion, Technowrites = Technical Writing = Theory@Work. In the 10-month course that I pursued, I got to work on 10 live projects of varied durations and complexity. While learning on-the-job, I also had the advantage of a strong support from Makarand Sir, who is very approachable and accommodative. That was besides the wonderful team, which provided a comfortable atmosphere where all my ideas were welcomed and appreciated. The best thing was when we teammates conducted impromptu trainings to share our knowledge and experience with each other.

Dipankar Brihaspat
Technical Writer, Wipro Infotech, New Delhi
Email ID: dipankarbrihaspat@gmail.com

I want to express my sincere gratitude for all the efforts you have taken to teach me and the whole batch Technical writing, you have given us a lifetime experience that we can never forget whether off the class or in class. Today I am designated as a Technical Writer in Wipro Infotech New Delhi and it's all because of your teaching and the experiences which you shared with us that I am doing good here. I remember that I didn't even knew how to write a professional mail, you taught me in your own unique style and that has benefited me big time.

Mak Sir I would like to specially mention your personal experiences that you shared with us have been very helpful in my day to day life professionally and also personally. Here people are so amazed that how I have such deep knowledge of Advance Microsoft word, Adobe Robohelp and Adobe Framemaker. I always tell everyone that Mr. Makarand Pandit is my mentor and it's his magic. I was fortunate enough to get a teaching under his guidance. In those 3 months I have learned life's very crucial lessons. It is when we get into professional front that we realize how crucial your teachings were.

Snehal Yerawadekar
E-mail ID: snehaly@gmail.com

The course was an excellent learning experience. Only thing I missed was to see how a project (may be a small one is drafted). The examples were shown no doubt but as per the topics. The most important thing I learnt and liked was from Makarand Sir. He is passionate about his work and equally enthusiastic. About Abhijeet Sir, it is the patience and the ability to keep oneself cool. I would like to adapt both.”

Saral Gupta (Placed at CapGemini, Bengaluru)
Virtual Classroom Batch Student
E-mail ID: gupta.saral@gmail.com

All the modules/CBTs are very informative and of good quality. All you need is hard work and prompt attendance towards each session that Mak will conduct on a weekly basis. Mak will also help you attend mock interview calls. Well that's how I was more confident before appearing for 'real' interviews in big MNCs.

Anjali Deshpande (Placed at Persistent Systems, Pune)
E-mail ID: adept.anjali@gmail.com

This course has been an eye-opener. There were things that I thought I knew; now I realize how wrong I was! This is good course and I would definitely recommend it to everyone who wants to become a Technical Writer. The trainer and staff were extremely helpful and friendly, always ready to help. Overall, it was a great learning experience.

Aruna Rajapurkar (Placed at Fundtech)
E-mail: aruna.rajapurkar@gmail.com

I think that I took a very wise decision when I joined Technowrites and I am grateful to Mak for what I have gained today. I still have to learn a lot and I am sure that Mak will always be there for us. Thanks for everything.

Apoorva Panditrao (Placed at Kale Consultants)
Virtual Classroom Batch Student
Technical Writer
E-mail ID: apoorva.panditrao@gmail.com

The training module is no less than regular course offered. In addition, I could learn at my own pace and submit assignments accordingly. It was a good opportunity for a “Stay-At-Home-Mom” like me. After the completion of the course, I got an opportunity to work on a live project. Working with Mak was a good learning experience. What more, I even got placed in the same company where I did the project. I got more than 100% returns in less than 2 months. If you can differentiate between expense and investment, this course is for you.



Debargho Ghosh (Placed in a major IT company in Kolkata)
Virtual Classroom Batch Student Technical Writer
E-mail ID:debarghoghosh86@gmail.com

Technowrites is the best. Before joining Technowrites, I was confused whether to go for the regular classes or for the virtual program. Eventually had to choose the distance program with a lot of doubts in my mind. But, with time as I started the course all my anxieties settled down. With Mak as mentor, my training was almost like regular classes. Whenever I got stuck, Mak was just a mail away to lend his helping hand. Technowrites have helped me immensely to grow as a Technical Writer. Hail thee Technowrites!

Here are a few other responses (names not disclosed on request)

- Learning RoboHelp 8 from Mak was like learning batting from Sachin Tendulkar.
- It has been a great experience and a kind of exposure through Mak that has indeed made a difference to my point of view and overall personality. I thank Mak for guiding me in the best possible direction.
- I had many doubts in the beginning. But, Mak's positive attitude helped. Mak, I hope any time we have a problem in our job you would be there to help us.
- I am more than happy that I chose to do the course at Technowrites. Learning under Mr. Pandit was a very enriching experience. He is instrumental in moldings many successful Technical Writers in India!
- Everywhere I was interviewed they knew Technowrites and Mak Pandit. I am glad I did my course with Technowrites. Thanks for everything Mak! You changed my life! Need I say anything else?
- I did a Technical Writing course elsewhere before coming to Technowrites. The faculty was an English teacher and had no technical writing experience. I sent my resume to many companies but did not get any interview calls. What I learnt in first 3 days at Technowrites was much more than the three months I spent earlier. Mak showed the mistakes in my resume and told me how to write a professional resume. Today I am placed in an IT Major and I think this was not possible without.
- I did the course elsewhere and was disappointed. When my brother wanted to do the course, I sent him to Technowrites. With his help, I convinced my family to pay for me for the course once again. Thankfully, today I have a job and have earned my fees back in less than 3 months.
- The best part is - I am still using the course material as a reference. The course equipped me for my career, not just the interview.

Makarand Pandit Detailed Profile

<p style="text-align: center;">Dr. Makarand (Mak) Pandit</p> <p>Doctor of Letters (Honouris Causa), PGD Marketing, BE Electronics http://in.linkedin.com/in/makarandpandit Managing Director, Principal Trainer – Technowrites Pvt. Ltd.</p> <p>International Fellow - Society for Technical Communication, USA Member – WAC Clearinghouse Publications Review Board, Colorado University, USA</p> <p>Member – Board of Studies, Department of English, Fergusson College, Pune</p> <p>Trainer Council for Scientific & Industrial Research (CSIR), Government of India</p>			
			
Twitter: @makpandit	LinkedIn: Mak's Profile	+91 98232 25640	
YouTube: Technowrites YouTube Channel		Skype: mak.pandit	
mak@technowrites.com			

I am a successful technical communicator, project manager, and trainer, with over 24 years of experience.

I am the first Indian to become a Fellow of Society for Technical Communication.

Training Courses

Conducted more than 200 Training Courses & Workshops.

- Technical Writing Theory, Process, & Tools
 - DITA Theory, Process, & Tools
 - Business Report Writing
- Instructional Design Theory, Process & Tools
- Writing White Papers, Case Studies, and Marketing Collaterals

Formal Academic Education

- **Post Graduate in Marketing Management** - Institute of Management Education, Pune, India, July 1997.
- **Bachelor of Engineering in Industrial Electronics** - University of Pune, Pune, India, July 1992.

Professional Work Experience

- Completed assignments for 20 Fortune 500 companies and India's top IT, Telecom, Financial, Banking, and Engineering companies
 - Completed more than 500 successful documentation assignments.
 - Have more than 15,000 hours of training experience.
 - Have trained more than 3400 candidates in Technical Writing.
 - Have produced more than 200 hours of video content for professional training courses.

- Have developed a unique Distance-Learning Course based on Blended Instruction Pattern.

Academic Experience

- **Serving as Mentor at The Entrepreneurship Cell, IIT Powai, Mumbai**
 - Served as a **member of Special Committee appointed by Board of Studies of University of Pune**. As a member of this committee helped to formulate India's first Post-graduate Diploma in Technical Communication.
- Served as **member of Educational Task Force** of Society for Technical Communication (2006).
 - Served as judge for *All India Engineering Students' Projects Competition*.
- Served as visiting faculty for University of Pune, University of Jammu, Symbiosis University, and more than 12 other educational institutes.
 - Served as **external examiner for University of Pune**.
 - **Delivered lectures to students of Mercer University (USA)**.
- Served on the panel appointed by **Indira Gandhi National Open University (IGNOU)** to develop course on Technical Editing & Publishing.
- Coordinated, directed, and anchored a **video interview series on "Technical Writing Career" for Educational & Media Research Center (EMRC), University of Pune**.
- Served as Member, Board of Studies, Symbiosis University for developing Distance Learning Course in Technical Writing

Research Papers & Professional Presentations

- Contributed as an author to **Outsourcing Technical Communication: Issues, Policies & Practices**. The book is published by Baywood Publishing
- Research Paper published results on **Do Indian Technical Writers need Degrees from Western Universities** (December 2009).

Articles

- **Product Support Documentation** published in **Electronics for You**. India's leading Electronic Trade Journal in **April 97 issue**. Covering the importance and design considerations of documentation of Electronic Products.
 - **Freelance Technical Writing** at the **1999 Annual Conference of Society for Technical Communication, India Chapter**
- **Estimating Technical Writing Projects** at the **2000 Annual Conference of Society for Technical Communication, India Chapter**
- **Introduction to Technical Writing** published in **Time of India (Education Times Supplement)** on 9th April 2001, Bangalore Edition
- **Estimating Documentation Projects in Intercom – Newsletter (November 2001 issue) of Society for Technical Communication Worldwide (this article is available on the web on www.stc.org/intercom/PDFs/2001/200111_08-11.pdf)**
 - **Technical Writing in 1994 and 2003** paper published in the **March 2003** issue of **INDUS**, newsletter of **Society for Technical Communication, India Chapter**
 - **Seven Habits for Successful Freelancing** paper published in the **July 2003** issue of **INDUS**, newsletter of **Society for Technical Communication, India Chapter**

- **Introduction to Structured FrameMaker** published in **Techcraft** (a newsletter dedicated to Technical Writing) in September 2004 Edition
- **Rich Content Outline and Estimation Techniques** paper series published in the **various** issue of **INDUS (2010)**, newsletter of **Society for Technical Communication, India Chapter**
 - **Use of RoboHelp Server by technical publications departments** published in Adobe Blog http://www.adobe.com/devnet/robohelp/articles/robohelp_tech_pubs.html

Conference Presentations

- **Freelance Technical Writing** at the **1999 Annual Conference of Society for Technical Communication, India Chapter**
- **Estimating Technical Writing Projects** at the **2000 Annual Conference of Society for Technical Communication, India Chapter**
- **Styles Guides** at the **1999 Annual Conference of Society for Technical Communication, India Chapter**
- Delivered a web-based seminar along with Melanie Doulton for STC on **Working in Global Teams** (July 2006).
 - Presented **Business Lessons Learnt from Gardening Hobby** session at the **2007 Annual Conference of Society for Technical Communication, India Chapter**
- **Conflict Resolution** at the **2010 Annual Conference of Society for Technical Communication, India Chapter**
 - Presented **eBooks and Digital Rights Management Lessons** session at the **2012 Annual Conference of Society for Technical Communication, India Chapter**
- Presented **Management Lessons I Learnt from Body Building** at the **2013 Annual Conference of Society for Technical Communication, India Chapter**
 - Presented **Publishing Research Paper** at the **tcworld India 2013 Annual Conference**
 - Presented **Massive Open Online Courses (MOOC)** at the **STC India 2013 Annual Conference**

Technical Skills

Operating Systems	DOS, Windows, Linux (Ubuntu, Fedora)
Languages	Microprocessor Assembly Language, Visual Basic, HTML,XML, JavaScript, ASP, VBA
Applications/Packages/CMS	Adobe PageMaker, MS Word, RoboHELP, Visio, Adobe FrameMaker, WebWorks, MS Power Point, MS Project, Adobe Acrobat, Adobe Flash, SnagIT, Sound Forge, Epic Editor, Captivate, Author-it, iSpring, Adobe Presenter, MediaWiki, WordPress, Drupal, Moodle
Databases	MS Access, MS SQL, Oracle

Media Production Skills

Pre-production	Schedule Planning, Site Coordination, Resource Management, Screenplay-Writing
Production	Direction, Acting, Sound-recording, Video-recording, Lighting
Post-production	Sound Editing, Video Editing, Media Conversion, Content Encryption, Packaging, Delivery

Completed Projects for

Axis Technologies, India & USA	Alcatel, India
Atos Origin, India	<i>Abu Dhabi Oil Company (ADCO), Abu Dhabi, UAE</i>
<i>Citibank, Singapore</i>	<i>CDAC, India</i>
Honeywell, India, Singapore	Hewlett Packard, India
<i>Kirloskar Brothers, India</i>	<i>Kulicke & Soffa Pte. Ltd., Singapore</i>
L&T Infotech, India	Tech Mahindra, India
MWH India Pvt. Ltd., India	<i>National Bank of Fujairah, Fujairah, UAE</i>
National Stock Exchange, India	Oracle Financial, India
Rockwell Automation, USA	Royal Haskoning, India
SAP Labs India Pvt. Ltd., India	Mahindra Satyam, India
<i>Schlumberger, Kaula Lumpur, Malaysia</i>	Sify, India
<i>System Access, Singapore</i>	<i>Tata Consultancy Services, India</i>
<i>Unisys, India</i>	Wipro, India

Professional Memberships

- Fellow of the Society for Technical Communication, USA
- Founder Member of Society for Technical Communication India Chapter. Served a chapter president in 2005 and 2016.
 - Former owner and member of Technical Writers of India email list

Consulting Experience

- Citibank, Singapore – Lead Consultant and Architect of the Web Based Training for CePAC. It was used to train over 8000 officers in 60 countries.
 - Lead Consultant – Oracle Financial Services, India, for developing training on FlexCube
- Lead Consultant & Architect – ICICI Prudential Life Insurance, India, for developing CD based training for Insurance Products
 - Lead Consultant & Architect – Reserve Bank of India for developing CD based training for Currency Notes
 - Engineering Documentation Consultant – Government of India

Professional Awards

Best Speaker Award at the **1999 Annual Conference of Society for Technical Communication, India Chapter** for presentation on **Freelancing**.

Outstanding Volunteer Award at the **2003 & 2008 Annual Conference of STC, India Chapter** for arranging the conference as the Program Manager.

Distinguished Chapter Service Award from **STC Worldwide** in 2010 for **service to STC, India Chapter**

Nominated for the post of STC Worldwide Director in the year 2009, 2010, and 2012.

• Other Educational Courses Attended

- *Project Management*
 - *Short-film Direction, Production, & Editing Course*
 - *Film Script Writing Course*
-

Privileged Community Work

- Associated with various Seva projects arranged by the Art of Living Foundation.
 - Associated with various projects initiated by Mission Green Earth, an initiative supported by United Nations
 - Served as the documentation volunteer for Antarnaad, an Art of Living event, to obtain Guinness World Record for maximum number of sing-along participants (1,04,637 participants) in 2010.
 - Served on the review committee of International Standards Organization for developing Technical Writing Standards (2007).
 - Served on various committees of Society for Technical Communication, worldwide
 - Was List Owner of Technical Writers of India Mailing List from 1999 – 2004.
- 