# Technical Communications Work Categories

| **Type** | **Item** |
| --- | --- |
| Document, Set (2-10 related documents) |  |
| Document, Large (10+ pages) | Admin Guide / Help |
| Agenda |
| Analysis |
| CBT / Tutorial |
| Checklist |
| Curriculum |
| Email |
| FAQ |
| Form |
| General Communications |
| Meeting Minutes |
| Operations Guide |
| Other |
| Policy |
| Presentation |
| Procedure |
| Process Flow |
| QRC |
| Recommendation |
| Run Book |
| Script |
| Specification |
| Standard |
| Status Report |
| Template |
| Test |
| User Guide / Help |
| Workbook |
| Document, Library (11+ related documents) |  |
| Document, Small (less than 10 pages) | Admin Guide / Help |
| Agenda |
| Analysis |
| CBT / Tutorial |
| Checklist |
| Curriculum |
| Email |
| FAQ |
| Form |
| General Communications |
| Meeting Minutes |
| Operations Guide |
| Other |
| Policy |
| Presentation |
| Procedure |
| Process Flow |
| QRC |
| Recommendation |
| Run Book |
| Script |
| Specification |
| Standard |
| Status Report |
| Template |
| Test |
| User Guide / Help |
| Workbook |
| Graphic/Visual | Button/Icon |
| Chart |
| Illustration |
| Layout |
| Table |
| Marketing/Branding | Brochure |
| Corporate blog post |
| Flyer |
| Logo |
| Other |
| Press Release |
| White Paper |
| Mass Communication | Email |
| Facebook post |
| Twitter message |
| Modular Documentation | Concept topic |
| Front matter |
| Index |
| Map |
| Procedure topic |
| Reference topic |
| Style Sheet |
| Other |  |
| Project Communication Plan |  |
| Project Documentation Plan |  |
| Research |  |
|  |  |
| Review/Revision/Editing | Document, Large |
| Document, Library |
| Document, Set |
| Document, Small |
| RFP/Proposal |  |
| Technical Writer Onboarding |  |
| Training Materials Package | Single Page |
| Web Content | Multi-Page |
|  |
| Web Site Design |  |