Services Provided

Project Management
- Projenct contracting
- Corporate communications
- Needs analysis
- Planning/budgeting
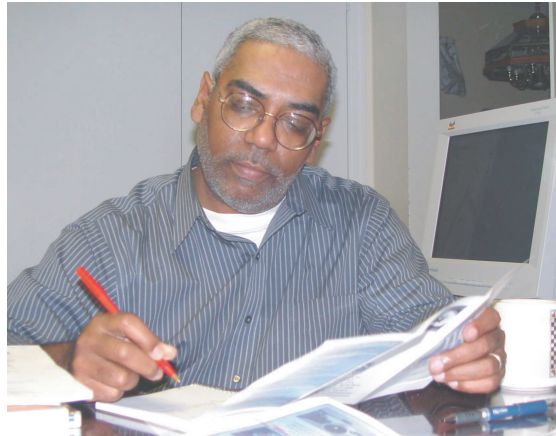- Metrics reporting

Documentation
- Policy and procedure manuals
- Standard operating procedures
- User manuals
- Technical specifications
- Proposals/Grant applications
- Online help & documentation
- Desktop publishing
- Illustration/Computer graphics
- Format conversion (PDF, HTML, XML)
- Computer Aided Drafting/Design

Training
- Needs analysis
- Student and instructor guides
- Job aids
- Instructional videos
- Online training & administration

Sales and Marketing Aids
- Product literature (white papers)
- Product presentations
- Sales presentation kits
- Presentations
- Speech writing
- Web-based catalogs
- Scripting for audio & video media

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