**A Users Guide To Me**

**Assignment:** Create a users guide (or a users manual) about yourself.

**Audience:** Teachers, friends, and classmates with whom you will be working on a daily basis--people who might benefit from knowing what you’re all about.

**Purpose:** Instruct readers of the best strategies for working with you--to get your best work, to earn your respect, to motivate your performance, to win your friendship...whatever you think is important for the audience members who will be, in a sense, using you--working with you--throughout the year.

But first...

**Mentor Texts:**

Selecting from the links below, read through two users guides. The focus here is not to actually learn how to use the product, but to see how technical writers compose users guides for actual products. Read as a writer. Consider the following Mentor Text and Student Users Guide questions:

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| --- | --- |
| **Mentor Text** | **Student Users Guide** |
| How is it organized? What parts or sections can/should be included in a users guide? | How will you organize? What sections should you include in your users guide?  |
| What do you notice about the appearance of the users guide? How is it structured?  | What do you want your users guide to look like? |
| How does the users guide use images to help inform/communicate with users? | How might you use images to help inform/communicate with users? |
| What do you notice about the writing style in the users guide? | What will you try to keep in mind about writing style as you compose your own users guide? |

Mentor Text Possibilities

<http://manuals.info.apple.com/en_US/iphone_user_guide.pdf>

<http://www.cuisinart.com/share/pdf/manuals/ice-35.pdf>

<http://cdn.powerequipment.honda.com/pe/pdf/manuals/31VG3601.pdf>

<http://www.google.com/googlebooks/chrome/small_00.html>

Other Potentially Useful Documents

<http://www.prismnet.com/~hcexres/textbook/user_guides.html>

<http://www.wikihow.com/Create-a-User-Manual>

<http://www.linkedin.com/today/post/article/20130128234025-201849-do-you-have-a-user-manual>

<http://www.linkedin.com/today/post/article/20130129140453-201849-five-steps-to-create-a-personal-user-manual>

<http://www.userfocus.co.uk/articles/usermanuals.html>

<http://www.hongkiat.com/blog/how-to-make-an-interesting-user-guide-hint-comic/>

**A Few Suggestions**

* Begin by listing as many things as you can think of about who you are and how you work, what you like and don’t like, what sets you off, and what gets you going.
* Get help: Text, Tweet, or talk to at least three people who can tell you something about yourself. Please ask:
	+ A parent or sibling or child
	+ A former teacher, if readily available
	+ A friend
* Plan the sections of your users guide.
* Don’t worry too much about right or wrong. Just focus on making something awesome that serves the stated purpose.
* Write and revise and revise and revise.
* Share your work with others, and look at what others are doing. Use other people’s ideas for yourself and let others use your ideas.
* Focus on this outcome: you want to develop positive relationships with teachers and classmates this year. Give your readers a tool that will help them develop those relationships with you.