

Our consistently
top-rated
programme
addresses an
area where all
engineers need
to be excellent...
but often aren't

Writing Effective Technical Reports

Two-day programme

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Who should attend:

Delegates who write or edit technical documents for internal and client distribution.

Facilitator:

Tiernan Ivory MA is one of Ireland's foremost CPD consultants for engineers, with fifteen years' lecturing, training and facilitation experience. He has worked extensively with Engineers Ireland since 1999 in enhancing engineers' technical report writing skills.

Enquiries/Bookings:

Email: cpdtraining@engineersireland.ie
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Programme Aim:

Reports are the written record of our professionalism. This programme develops and refines delegates' report writing skills and enables them to communicate their professionalism more effectively to target readers.

Programme Outline:

- ☞ Making the most effective use of the report structure
- ☞ Time managing the preparation process
- ☞ Writing clearly, purposefully and quickly
- ☞ Editing actively
- ☞ Analysing reports

Key Learning Outcomes:

This programme will enable delegates to:

- ☞ Structure their reports more clearly
- ☞ Make key decisions earlier in the preparation process
- ☞ Write with greater confidence to their target readers

"The course was excellently delivered. The tutor was enthusiastic and entertaining which made the topic easy to learn and understand".
Joan Murphy, MIEI, Bord Gáis Éireann

"Very applicable and great learning experience. Lessons learned will be applied immediately. Recommend to anyone involved in technical report writing". Cillian Carr, ESB International

*Our courses are designed to help you obtain & maintain the **five competences** of a Chartered Engineer (CEng):
C1. Knowledge and Understanding; C2. Application of Knowledge; C3. Leadership: Technical, Commercial and Managerial; C4. Communication & Interpersonal Skills; C5. Professional Conduct