

To: Ms.Rodwell
From: Christopher Jimenez
Date: 04/03/23
Technical description reflection memo

Writing is a process of learning all the time, and taking the time to think about what you've written is a key part of growing as a writer. This essay is a look back at what I learned when I wrote a detailed technical account of the Dyson Ball Vacuum Cleaner.

When I looked over my work, I saw that it had a few good points. First, I noticed that my writing had a lot of information and was very clear. I was able to break down the complicated parts of the Dyson Ball Vacuum Cleaner into easy-to-understand pieces and explain how and why each part works. By doing this, I made sure that people with different levels of technical knowledge could understand how the vacuum cleaner works.

Second, I think I used technical words well in the whole document. By using the right words, I was able to show that I understood the topic well and give the reader correct information. Lastly, the framework of the paper made it easy to follow the flow of information from the beginning to the end. The use of subheadings made it easy to move around in the text and gave a clear explanation of what each part did in the whole system.

Even though I have these skills, I can still do better in a few places. One area is being short. Even though the paper has a lot of information, I think it could have been better if it was written in a more concise way. In future projects, I'll try to find a good balance between giving enough information and keeping things short so that the document stays interesting and easy to read. Adding visual help is another thing that could be done better. In retrospect, it would have been much easier to explain the vacuum cleaner's complicated parts and how they work together if there had been models or pictures. In technical writing, visual aids are strong tools because they can often explain complicated ideas better than text alone.

In conclusion, thinking about my work has taught me important things about how I write and where I can improve. Through this practice of thinking about what I've done, I'm sure I'll continue to improve and grow my skills as a technical writer.