Technical Writing, Proposals and Grants

ZTH-WRT-001 | Digital Makers | Core | Education, development and writing

6 weeks	24 hours	2 x 2h	US$150.00
duration	learning time	live sessions per week	fee per learner

In this course you will write clear technical documents, user guides and reports.

Delivery Offline-ready: can run without internet

Suitable for Tertiary and university, Women and girls, NGOs and community hubs, Working professionals

What you will be able to do

- Write clear technical documents, user guides and reports
- prepare proposals, tenders and grant applications
- edit with AI tools responsibly
- manage documents and version control

Syllabus

1. Audience and structure
2. User guides and documentation
3. Reports and case studies
4. Proposals and tenders
5. Grant applications and budgets
6. Editing, plain language and accessibility

Hands-on practical work

- Write a user guide for a real system
- draft a tender response
- write and score a grant proposal
- peer edit

Resources and equipment

Laptops, templates, sample tenders and calls, document tools

Off-grid and solar option

Fully writing-based; offline document tools

Assessment

Portfolio of three documents

Career direction

Technical writer, proposal writer, grants officer, documentation specialist, content strategist

Technology companies, NGOs and consultants outsource documentation and proposal writing, often remotely

Next steps

From TR11 or EX5; stacks with MK2, MK8, MK9

Enrol

Skills first, certificate second: you finish with something you can do and a QR-verifiable certificate to prove it. Enrol online at https://zambesi.ac.zw/course.php?slug=technical-writing-proposals-and-grants or contact info@zambesi.ac.zw / +263 7X XXX XXXX.