What does your organization's review process look like?

Too many comments? Too many conflicting comments? Too much time spent with no real improvement in the documents?

If this sounds like your organization, you're not alone!

Many organizations have no process in place for reviewing documents so that the comments and feedback are meaningful and useful.

The result? Time wasted, frustrated writers, and revised documents that aren't any more readable than the original.

In our workshop, **Better Reviewing Techniques,** your team will learn how to establish a robust review process that results in better documents and a streamlined review process.

Typical Topics:

- *Establishing a process*
- *Giving feedback that makes an impact*
- *Providing actionable comments*
- *Saving time in the reviewing process*

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