



an energetic approach to **WRITING**

Capability Statement

Hyper Writer adds energy to writing projects by taking the lead, working one-on-one with each client and actively producing documentation. With a dynamic approach to business writing, Hyper Writer provides temporary business services which remove the added task and cost associated with hiring a full-time writing team. Located in the Huntsville, AL area and available nationwide through travel, teleworking and video conferencing.

Writing the Words that Make Businesses Work.

Company Snapshot



Hyper Writer, LLC

Phone: (256) 445-2627

E-Mail: Stephanie@hyperwriter.net

Work Area: Nationally

Areas of Expertise: Software/
Hardware Documentation, Social
Media, Testing, Training,
Professional Communications

Codes: NAICS 541900

Past Performance

Previous Clients

- Project Management Document Development
- IT Policies and Procedure Guides
- Medical Compliance Documentation
- End-to-End Patient Software Documentation
- Knowledge Management, Testing, Training and Documentation Contracting
- Software and Hardware Artifact Development
- Human Resource Job Descriptions, Resume Reviews and Recruiting Ad Creation

Core Competencies

Documentation

- Compose and edit release notes, guides and manuals, online help systems or wikis, requirements and specifications
- Manage life cycle and document control
- Interview subject matter experts (SME) and assess requirements for data diagrams/value stream maps

Corporate Communications

- Produce Policy and Procedure pamphlets
- Develop templates for job descriptions and openings
- Establish corporate writing standards
- Document HIPAA & Sarbanes Oxley
- Write press releases and white papers
- Generate visual diagrams and infographics

Training

- Design employee- or department-specific training guides
- Build engaging training tutorials using video and voice-over direction
- Deliver career-based workshops on interviewing, resume writing and MBTI personality testing

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