

The Good Documents Series

SUITE FOR PHARMA KNOWLEDGE WORKERS

Writing &
document-
related risk



Raise awareness.
Raise standards.
Reduce risk.

THE RESULT

Modify writing behaviors.

The Good Documents Series modifies employee writing behaviors in ways that help pharma, biotech, and medical-device companies manage their risk. It tackles two objectives:

- **Reduced exposure in the event of litigation.** Your company's emails and other documents are all too likely to show up in a legal proceeding as a plaintiff's best evidence. This series teaches employees to be sensitive to the risks and more sophisticated about the ways their everyday writing might be used or abused in a legal situation. Employees are also given new tools for creating good documents — clear, accurate, and impervious to hostile interpretation.
- **Email clarity and impact.** In litigation today, email plays a starring role, so this training raises standards for everyday messages. Employees are taught to produce a low-effort read — writing that's clear, unambiguous, and also easy

The Good Documents Series really helped raise awareness about how poorly written documents could jeopardize the company.

— ERIC H. SIEGEL
CHIEF COMPLIANCE
OFFICER

to follow, easy to digest. As a result, employees produce better records, meet their readers' needs, and improve their own productivity. The whole company benefits.

IMPLEMENTATION

We make it easy.

In pharma and medical-device companies, this training is usually implemented through compliance or legal departments, and we have a range of options in how we work with clients:

- **Off-the-shelf or branded.** We can brand the course with your corporate logo and corporate colors.
- **Your LMS or ours.** We can host the program for you or install it into your company's LMS.
- **SCORM.** Our programs are SCORM- and AICC-compliant.

PRICING

Contact us for an estimate.

Our per-head licensing fees are scaled to the size of the employee population you want to train. So the exact cost to your company will be a function of the number of employees licensed, amount of customization required, LMS services, and other details of the installation.