

### *About The MTS™ Writer's Profile*

The development of operating or maintenance documents (manuals and procedures) that structure the technology of a plant or a business using the MTS System, is different than the conventional writing approach. We call it *Write-To-Learn & Optimize*. This fact sheet describes the traits of people who tend to fit well into this approach.

This profile is the result of the collective experience of *MTS* and its numerous customers, throughout 40 years of service in industrial training.

The items included in the profile can be used before, during and after the *MTS* training of writers.

Before the training the profile is used to select writer's candidates to be trained and certified by *MTS*.

During the training of writers, besides very specific methodology objectives, the profile is used to help guide the development of the writers.

After the training the profile is used as part of the certification process.

In summary, we can say that a writer in the *MTS System* is an effective investigator who sets down in a prescribed format the results of his investigation and his learning.

1. Is an effective self-learners
2. Has a high level of curiosity
3. Is energetic
4. Focused on results (learning) more than activity (training)
5. Respects the format, but is not ritualistic
6. Does not have a 'good enough' attitude, but at the same time...
7. Is not a perfectionist
8. Does not present him/herself as *the expert*.
9. Although self-sufficient, is open to suggestions.
10. Criticizes constructively, not offensively
11. Knows how to work in teams, as a leader and as a member
12. Accepts that you don't have to be the expert to facilitate
13. Does not insist on having absolutely all detailed before training
14. Has a realistic view of the world of his work environment
15. Is willing to try-miss-learn-try again
16. Measures the results of the training objectively
17. Is able to control his/her temper
18. Willing to share leadership during the training
19. Does not feel threatened by the organization
20. Not defensive when criticized
21. Does not the urge to be the center of attention
22. Listens
23. Respects others
24. Does not hold a grudge
25. Does not confuse kindness with weakness
26. Is proactive, not reactive
27. Able to move between thought and action
28. Is credible with the learners
29. More than inform, helps discover
30. Does not permit the best to be the enemy of the better
31. Can express ideas with simple diagrams and use words to describe those.
32. Does not believe that he/she needs to be an expert to write.
33. Is open to learn during the writing process.
34. Is not a victim of "hardware hypnosis" and "software seduction"