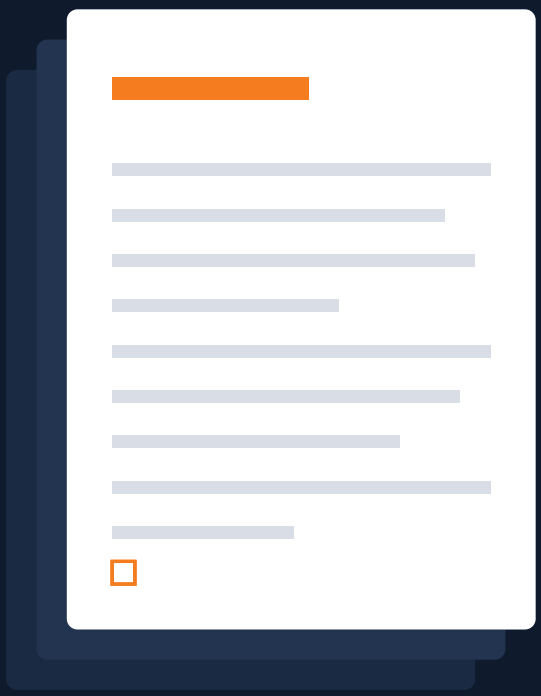
Documentation
Services Lab



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TECHNICAL DOCUMENTATION

Technical Manual

A complete guide to configuring, administering and using enterprise software.

INTENDED USERS

SysAdmins, IT Ops, Power Users

TYPICAL USE CASE

Enterprise software guides, admin manuals

About this template

A Technical Manual is the authoritative guide for people who run and configure a product. It covers requirements, configuration, administration tasks, security, and reference tables, organised so readers can jump straight to the task they need.

Detail	
Intended users	SysAdmins, IT Ops, Power Users
Typical use case	Enterprise software guides, admin manuals

How to use it

- Replace every *[grey bracketed placeholder]* with your own details.
- Delete the orange **Guidance** boxes and green **Example** boxes before you publish or circulate it.
- Add or remove table rows as needed; keep the section order so readers can find things quickly.

Document Control

Product name		**Product version**	
Manual version		**Owner**	
Release date		**Audience**	

Version	Date	Author	Summary of changes
[1.0]	*[DD/MM/YYYY]*	*[Name]*	*[Initial release]*

01 Introduction

GUIDANCE *Describe the product, who this manual is for, and the conventions used (fonts, icons, warnings).*

Convention	Meaning
Bold	*[UI elements you click]*
Monospace	*[Commands and file paths]*
Warning	*[Risk of data loss or downtime]*

02 System Requirements

GUIDANCE *List minimum and recommended specifications.*

Component	Minimum	Recommended
OS		
CPU / RAM		
Storage		
Database		
Browser / client		

03 Configuration

GUIDANCE *Document each setting: what it does, default, allowed values, and when to change it.*

Setting	Default	Allowed values	Description
[setting.name]	*[value]*	*[range]*	*[What it controls]*

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04 Administration Tasks

GUIDANCE *Write each task as a short procedure. Add one sub-section per task.*

[Task: e.g. Add a user]

#	Action	Who	Result
1	*[Step]*	*[Role]*	*[Result]*
2			
3			

[Task: e.g. Rotate certificates]

#	Action	Who	Result
1			
2			
3			

05 Security & Permissions

GUIDANCE *Describe roles, permissions and security hardening.*

Role	Permissions	Notes
[Admin]	*[What they can do]*	

06 Backup & Recovery

GUIDANCE *Explain how data is backed up and how to restore it.*

What is backed up	
Frequency	
Retention	
Restore procedure link	
RPO / RTO	

07 Error Messages

GUIDANCE *List common errors with cause and fix.*

Code / message	Cause	Resolution
[Code]	*[Cause]*	*[Fix]*

08 Glossary

GUIDANCE *Define terms, acronyms and product names a new reader might not know.*

Term	Definition
[Term]	*[Plain-language definition]*

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YOUR TEMPLATE IS READY. YOUR TIME IS LIMITED.

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Documentation Services Lab turns your processes, systems and know-how into clear, audit-ready documents your team will actually use. Hand us your notes, recordings or rough drafts and we deliver a finished, on-brand **Technical Manual** and anything else you need.

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