

**MICHAEL BRADLEY**

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**SUMMARY**

Technical writer for 20+ years. Now semi-retired. Available for short-term projects, mentoring and coaching.

Documentation for end-user and developer software  
Financial analysis applications  
Enterprise and client/server applications  
Integrated development environments for multi-tier applications  
Java, Visual Basic and Unix developers' tools  
Databases and database management systems  
Project and personnel management solutions  
Accounting and reporting systems  
Digital video editors  
Multimedia presentation application  
3D CAD graphics  
Decision analysis program  
Time billing program  
Word processor  
Unix OS

Documentation for hardware and automated systems:

Expansion cards  
Unix workstations  
Digital video switcher  
Automated laboratory instruments  
Semiconductor manufacturing equipment

Author, *Guide to Work for Hire Contracts*, *More than You Ever Wanted to Know about Tax Laws*, and *Writers' Tools on the Internet*. Published in *The Macintosh Bible*, *Technical Communication*, *Independent Perspective*, *User's Guide*, *Ragged Left*, *East Bay Log*, *The Bay Area Writer*, *American Writer*, *Semiconductor International*, *Educational & Industrial Television*, *Journal of Learning Disabilities*.

Member of Society for Technical Communication, National Writers Union, Institute of Electrical and Electronics Engineers, Association for Computing Machinery

B.A. Magna Cum Laude in English, Siena College, Albany, New York

M.A. in Curriculum, Columbia University, New York, New York

**BUSINESS  
APPLICATIONS**

- Brillig Data Systems  
Designed, wrote and produced the user manual for a time billing program and trained users.
- Chevron  
Documented business procedures in a project to computerize the business operations of Chevron's Ortho division.
- Evnine & Associates  
Wrote online and hardcopy documentation for a hedge fund's trading software. Created marketing collateral.
- Iris Financial  
Designed and wrote print and online documentation for enterprise and client/server applications. Products were trading and risk management applications for the central trading offices of Tier 1 banks and brokerage houses in the US, Europe and Japan. The applications are forms-based computational front ends to Sybase relational databases. Originally the software was based on an X Window client/server architecture; later development used a Java multi-tier architecture. Also developed corporate style guides and templates for documents and presentations; created marketing collateral;

wrote print and Web-based documentation for a custom X Window application builder; edited developers' documentation, proposals, specifications and other corporate documents.

"This is an awesome doc. It's wonderful!" - One of Iris's clients.

- ❑ JasperSoft  
Wrote user and developer documentation for a suite of open source, value-added business intelligence tools. Developed and implemented protocol for porting Word-based documentation to FrameMaker.
- ❑ Newstar Software  
Designed and wrote user manuals and job aids for Newword, a popular WordStar clone. Feedback from user groups showed that the manuals figured prominently in Newword's success.  
"Are you the Mike Bradley who wrote the Newword manual?" At a party, a guest said it was the best manual he'd ever used. "I always meant to write you about it. I'm glad to meet you at last and say, 'Thanks.'"
- ❑ Pacific Gas & Electric  
Wrote the operations and troubleshooting guide for a satellite-based automated system for scheduling service and repair calls. The system has been deployed successfully to PG&E's entire service force.
- ❑ Primavera Systems  
Wrote and edited online and hardcopy documentation for an enterprise project management system for professional services firms, from end-user online help to API documentation. Revised manual for a Microsoft Project add-in. Created templates for online and hardcopy documentation; moved online help system from Word/RoboHelp to FrameMaker/WebWorks ePublisher Pro. Upgraded publications information set. Trained staff.
- ❑ Scholes Consulting  
Designed and wrote the user manual for T-Bond Trading System, a client/server investment analysis application running under DECwindows and HP VUE.
- ❑ Walker Interactive  
Wrote online help for WalkerClient, a suite of Windows NT client/server applications for corporate accounting departments.
- ❑ Ampex  
Designed, wrote and illustrated the tutorial for the DCT 700s digital video switcher.
- ❑ Interactive Media Corporation  
Wrote and illustrated the reference manual for Special Delivery, an authoring tool for multimedia presentations and interactive kiosks.
- ❑ Silicon Graphics  
Wrote technical marketing reports for a new series of video cards.
- ❑ SuperMac Technology  
Wrote installation and user manuals for VideoSpigot, a low-end digital video system for the Macintosh and PC. Also drafted the first user manual for Adobe Premiere, the digital video editor. Adobe bought Premiere from SuperMac; the user manual was helpful in clinching the deal.  
VideoSpigot received the 1992 World-Class Award from *MacWorld*. *MacWeek* called the VideoSpigot manuals "thorough and clear." *MacWorld* said, "The manual is clearly written and informative."
- ❑ Videomedia  
Wrote the beta manual for OZ, a Windows-based video editor for the company's industry-standard V-LAN systems.

**MULTIMEDIA  
APPLICATIONS**

## DEVELOPERS' TOOLS

- ❑ Dawn Technologies  
Edited user manuals and programmer documentation for SIM-C, an object-oriented 3D graphics development tool for CAD workstations.
- ❑ Sybase  
Wrote the programmer's manual and online help for Hyper/DB-Library, a HyperCard developer's kit for the Sybase RDBMS. Also edited the user interface. A year later, updated the manual and help for a new version of the software.
- ❑ Sun Microsystems  
Wrote the top-level technical marketing document for the developer's release of Sun's first System V Unix operating system. The OS was released as Interactive Unix.
- ❑ Versata  
Designed and wrote online and hardcopy documentation for rules-based integrated development environment (IDE) for multi-tier Java distributed applications. Also documented developers' tools for Java and Visual Basic client/server applications. Created documentation templates.

## HARDWARE & AUTOMATED SYSTEMS

- ❑ Becton Dickinson  
Wrote and illustrated user manuals for a flow cytometer.
- ❑ Digital Equipment Corporation  
Designed the document sets for the DECstation 5000 series of Unix workstations. Also wrote the hardcopy and online user manuals and conducted usability testing. *Personal Workstation* said the DECstation manuals "met DEC's usual high standards for documentation."
- ❑ KLA-Tencor  
Designed, wrote, illustrated and did page layout for operator manuals for automated wafer inspection tools. Edited the tools' user interfaces.
- ❑ Molecular Devices  
Designed, wrote and illustrated a troubleshooting guide and operator manual for a microplate reader system. Wrote, illustrated and did page layout for a troubleshooting guide.
- ❑ North Star Computers  
Designed and wrote installation procedures for third-party hardware and software for the North Star Dimension, a multi-user PC that was an early Novell OS platform.
- ❑ Perkin-Elmer/Etec/Applied Materials  
Managed the user documentation project for the AEBLE 150, an electron beam lithography system that wrote circuit designs on silicon wafers. Designed, wrote and illustrated operator manuals, service procedures and online help for the lithography tool, and the user manual for a forms-based front end to a relational database of CAD files.  
  
Also edited engineering notes and change notices. Created a company-wide in-house training program on the system. Developed a style guide for the Publications Department. Trained department staff on vi and nroff and wrote Unix shell scripts.  
  
Jonathan Price, a noted designer of user-friendly documentation, said the AEBLE manuals were "simple and clear. I felt as if I understood AEBLE just by reading the manual."

## OTHER EXPERIENCE

Workshop leader, editor, trainer, teacher, coach, adult education administrator, contract advisor, video producer.