Invention Project

Check-Off List

\_\_\_\_\_ Instruction Manual

 \_\_\_\_ Table of Contents

 \_\_\_\_ How to operate the product

 \_\_\_\_ Troubleshooting Guide

 \_\_\_\_ Diagram(s) of parts

 \_\_\_\_ Warnings

\_\_\_\_\_ Print Advertisements (2)

 \_\_\_\_ \_\_\_\_ Selling technique is evident

 \_\_\_\_ \_\_\_\_ Illustration or photo of product

 \_\_\_\_ \_\_\_\_ Advertising Text/Slogan

 \_\_\_\_ \_\_\_\_ Text Features (e.g. fine print, etc.)

\_\_\_\_\_ Product Warranty

 \_\_\_\_ What the warranty covers

 \_\_\_\_ What the warranty does NOT cover

 \_\_\_\_ Period of coverage

 \_\_\_\_ Return policy

 \_\_\_\_ Contact information

\_\_\_\_\_ Company Documents

 \_\_\_\_ Portfolio Cover Sheet with Company Logo

 \_\_\_\_ Organized portfolio