

# Category of Document

## Document Name



001

*This is the master document where you enter your content. All documents and training are generated using this content but the master document itself is not viewed by anyone but the writer.*

*Change the content on this title page using **TS Edit > Module Options.***

**Author (Word document property)**

**Your Company (Word document property)**

Change this short description text using TS Edit > Module Options

## Contents

INTRODUCTION.....	3
PROCEDURE .....	3
OTHER INFORMATION .....	9
QUIZ.....	11

## Introduction

Introduction			
Related Facts	No.	Description	Pg.
	1	Purpose	3
	2	Scope	3
	3	General Requirements	3

### Purpose

	The purpose of this WI is to provide details for . . .
--	--

### Scope

	This WI is applicable to . . .
--	--------------------------------

### General Requirements

	The following requirements must be met.
--	---

## Procedure

### Instructions

	This section contains the instruction(s) associated with this WI.
--	---

Procedure Name

Graphic Placeholder

Caption goes here

Enter description text here...

Procedure Steps	Step	Action	Pg.
	1	Short statement for Step # 1.	5
	2	Short statement for Step # 2.	5
	3	Short statement for Step # 3.	6
	4	Short statement for Step # 4.	6
	5	Short statement for Step # 5.	7
	6	Short statement for Step # 6.	7
	7	Short statement for Step # 7.	8
	8	Short statement for Step # 8	8

**Step 1.**

Short statement for Step # 1.

Graphic Placeholder

Caption goes here

Enter description here.

**Step 2.**

Short statement for Step # 2.

Graphic Placeholder

Caption goes here

Enter description here.

**Step 3.**

Short statement for Step # 3.

Graphic Placeholder

**Caption goes here**

Enter description here.

**Step 4.**

Short statement for Step # 4.

Graphic Placeholder

**Caption goes here**

Enter description here.

**Step 5.**

Short statement for Step # 5.

Graphic Placeholder

**Caption goes here**

Enter description here.

**Step 6.**

Short statement for Step # 6.

Graphic Placeholder

**Caption goes here**

Enter description here.

**Step 7.**

Short statement for Step # 7.

**Graphic Placeholder**

**Caption goes here**

Enter description here.

**Step 8.**

Short statement for Step # 8

**Graphic Placeholder**

**Caption goes here**

Enter description here.



## Other Information

Responsibilities		
	<b>Roles</b>	<b>Responsibilities</b>
	Senior Management	<ul style="list-style-type: none"> <li>Provide the resources necessary to . . .</li> </ul>
	Quality Unit	<ul style="list-style-type: none"> <li>Review and approve . . .</li> </ul>
	Employees	<ul style="list-style-type: none"> <li>Comply with this Work Instruction . . .</li> </ul>

Definitions		
	The following terms are used in this document.	
	<b>Term</b>	<b>Definition</b>
	<b>Term1</b>	type the definition of term1 in this part of the table
	<b>Term2</b>	type the definition of term2 in this part of the table


Appendix		
	<b>Appendix</b>	<b>Title</b>
	1	Training /Review Index

Forms and Templates		
	<b>Form Identification</b>	<b>Form Name</b>
	N/A	

References		
Related Facts	No.	Description
	1	N/A

Contact Information	
	Direct questions about this document to:

# Quiz

Directions	
	
	<p>When you feel you understand the information presented in this module, take the Test that follows.</p> <p><b>For each multiple-choice question:</b></p> <ul style="list-style-type: none"> <li>• Click on the grey box next to your answer and a yellow ball will appear in the box.</li> <li>• Click the Next button [&gt;] on the navigation panel or press the <b>Enter</b> key on your keyboard to move on to the next question.</li> <li>• Continue through all of the questions until you come to the question Review page.</li> <li>• The Review page tells you how many you answered correctly and how many you answered correctly on the first try.</li> </ul> <p><b>Good Luck!</b></p>

Enter your multiple choice question here.				
Question Responses		Choice Text	"x" = correct	Pg.
	A.	Response A		12
	B.	Response B	x	12
	C.	Response C		12
	D.	Response D		12

<b>Response A.</b>	
Response A	
<b>Description</b>	Enter description text here...
<b>Response B.</b>	
Response B	
The correct answer is B.	
<b>Response C.</b>	
Response C	
<b>Description</b>	Enter description text here...
<b>Response D.</b>	
Response D	
<b>Description</b>	Enter description text here...

Enter your multiple choice question here.				
Question Responses		Choice Text	"x" = correct	Pg.
	A.	Response A		12
	B.	Response B	x	12
	C.	Response C		13
	D.	Response D		13
<b>Response A.</b>				
Response A				
<b>Description</b>	Enter description text here...			
<b>Response B.</b>				
Response B				
The correct answer is B.				

**Response C.**

Response C

---

**Description** | Enter description text here...

---

**Response D.**

Response D

---

**Description** | Enter description text here...

Enter your multiple choice question here.

Question Responses		Choice Text	"x" = correct	Pg.
	A.	Response A		13
	B.	Response B	x	13
	C.	Response C		13
	D.	Response D		13

**Response A.**

Response A

---

**Description** | Enter description text here...

---

**Response B.**

Response B

---

The correct answer is B.

---

**Response C.**

Response C

---

**Description** | Enter description text here...

---

**Response D.**

Response D

---

**Description** | Enter description text here...

## How well did you do?

You have reached the end of the test questions for this lesson.

**If you missed any questions:** Click the **Review** button below to turn on the review mode. Each question will be shown with your answer and the correct answer. The correct answer will be marked by a green ball; if your answer was incorrect it will be marked with a red X.

To leave this lesson click the **Exit** button