

YOUR PRODUCT. YOUR GUIDE.

Quick Start Guide

Check, set up, and complete your first task

4 PAGES / FILLABLE FIELDS / COMPLIANCE REVIEW



Make this document yours

Product / system name

Name used on the product or release

Model / version / configuration

Exact models and versions covered

Document ID and revision

Controlled reference and revision number

Issue date and market

Date, language and countries covered

Responsible manufacturer / organization

Your organization's legal name and address

Author and support contact

Document owner, support email / phone / URL

Inside this template

- 02 Identify the unit and check readiness
- 03 Complete the first setup
- 04 Product safety and compliance review

Authoring draft: fill the labeled fields, replace bracketed prompts, and add verified procedures and diagrams. Complete product and market review before release. This template does not certify a product.

BEFORE YOU BEGIN

Identify the unit and check readiness

Keep the quick start limited to essential first-use information. Direct readers to the complete manual for other tasks, limits, servicing, and warnings.

Document and product identity**Responsible manufacturer or organization**

[Legal name], [postal address], [support phone], [support email or website]

Product and version

[Product name], [model or kit], [region or variant]

Document release

[Document ID], [revision], [issue date], [language]

Audience and applicable markets

[Intended user and training limits], [countries or regions]

Quick readiness check

- ☐ Confirm the product and model match this guide.
- ☐ Check contents against the configuration list.
- ☐ Look for shipping damage or missing safety guards.
- ☐ Prepare only the site, tools, and supplies listed for this model.
- ☐ Keep the complete instructions available at [full manual URL] or [product support URL].

Know when to stop

Name the specific damage, mismatch, warning, or missing condition that means the user must not proceed. Give one clear contact route: [support contact]. Avoid compressing critical warnings into tiny type or relying on a symbol without an explanation.

Template status

Manual Tools by Manuals+ publishes this authoring template at <https://manual.tools>. It is not verified product guidance. The responsible organization must validate the steps, warnings, regional requirements, and linked full manual before release.

A SHORT SAFE PATH

Complete the first setup

Use only the shortest verified path to ready state. Replace each placeholder with a visible action and expected result, and link to the full procedure where setup branches. Keep the path linear, use familiar verbs, and include a visual cue when orientation matters.

Initial setup

1. Place or assemble the product as specified for [model / configuration].
2. Connect or install only with the approved method and supplies.
3. Apply the documented initial settings for the user's region or account.
4. Wait for the stated ready indication; do not proceed if it is absent or abnormal.
5. Record or retain the model and serial information needed for support.

Confirm readiness

Describe an observable success state such as a verified indicator, screen message, completed calibration, or mechanical check. Do not use a vague instruction such as 'make sure it works.' Explain what to do if setup does not reach the expected state, and link to [full manual section or support page].

Keep at hand

Need	Where to find it	Verified entry
Complete instructions	[Manual URL or document ID]	[Entry]
Model identification	[Label location]	[Entry]
Support	[Phone, email, or URL]	[Entry]

USE ONE TASK, THEN FOLLOW THE FULL MANUAL

Product safety and compliance review

Show one common task with its safe start and finish. The responsible organization must keep all critical safety and compliance information accessible in this short format or by a reliable direct link.

First task: [name the task]

1. Check the model-specific preconditions and warnings in [full manual section].
2. Select [verified control or setting] and confirm [expected indication].
3. Start the task using [verified action].
4. Observe [expected result]; stop using [stop action] if it differs.
5. Finish by [safe stop, shutdown, or storage action].

Product-specific safety and compliance prompts

- ☐ Identify the hazards, user qualifications, and protective measures relevant to this first task.
- ☐ List which requirements apply to this product and each intended market; include language and label needs.
- ☐ Insert verified warning text and approved label or declaration references; never infer certification.
- ☐ Attach evidence IDs and route the guide for appropriate product, safety, and market review.

Organization, revision, evidence, and approval

Responsible organization and contact

[Legal name, address, support phone, support email or website]

Markets, models, and controlled revision

[Markets], [model variants], [document ID], [revision / date]

Evidence and required declarations

[Evidence IDs], [verified label / declaration references]

Review sign-off

[Name, role, review date, decision, approval record]

Quick start limitation

This template is not a substitute for the verified full product instructions and does not prove compliance. Manual Tools by Manuals+ provides an authoring starting point; the responsible organization owns technical accuracy and release approval.

Official reference starting points - applicability must be determined for your product and market.

CPSC: business product safety

Your Europe: product compliance