

Our eight plain ~~english~~ editing tips

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1. Consider your audience.
 2. Keep it simple.
 3. If you have to look up a word's meaning, don't use it.
 4. Use the active voice.
 5. Don't use jargon if there's a plain English equivalent.
 6. Get your punctuation right.
 7. Have one idea per sentence.
 8. If it's not crucial, delete it.
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Andrew Pegler Media was founded on the belief that everyone should have access to easy-to-understand, concise copy. We specialise in plain-English writing and editing for all mediums and formats across government and private sectors. We specialise in editing contracts into plain English for insurers, banks, financial service providers and law firms. We also provide training in plain-English writing.

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