

Plain English: A Foreigners A-Z of English

Logarithmic and Trigonometric Tables, Semirings and their Applications, Concerto (1st movement) Violin and Piano, The TV Theme Song Sing-Along Song Book, On Fires Wings,

This guide gives hundreds of plain English alternatives to the pompous words and phrases that litter official writing. On its own the guide won't teach you how to write in plain English. There's more to it than just replacing 'hard' words with 'easy' words, and many of these alternatives won't work in every situation. List of plain English words and phrases from A to Z Plain English (also referred to as layman's terms or sometimes referred to more broadly as plain language) is a generic term for English communication that emphasizes the avoidance of technical language and uses simple, familiar words instead of lengthy, formal words, avoids jargon, prefers positive words to negative words, and prefers strong verbs to be . Many lawyers are now adopting a plain English style. But there are still legal phrases that baffle non-lawyers. This guide is intended to help in two ways: Alien someone from a foreign country. Alienation transferring the ownership of property from one person to another. Plain English: A Grammar Book for Foreign Students [Kay Senior, Anne Page, Godstowe Publishing] on institutoabelincoln.com *FREE* shipping on qualifying institutoabelincoln.com: Kay Senior.

5. Never use a foreign phrase, a scientific word, or a jargon word if you can think of an everyday English equivalent. Jargon, by definition, is the opposite of plain English. Jargon is 'special words or expressions used by a profession or group that are difficult for others to understand'. The shift to plain English requires a new style of thinking and writing, whether you work at a company, a law firm, or the U.S. Securities and Exchange Commission.

The English, the plain English, of the politest address of a gentleman to a lady is, I am now, dear Madam, your humble servant: Pray be so good as to let me be your Lord and Master. Samuel Richardson Humble, Gentleman, Addresses. The course content builds on the participants' existing skills and knowledge, to ensure they take away the ability to write in plain English. Each learning point is covered in theory and practice. The practical exercises are tailored to reflect the academic environment . This is a list of plain English words and phrases and the longer, more cumbersome words they can replace. The problem word is listed first ; the plain English alternative follows. Plain English (or plain language) is communication in English that emphasizes clarity and brevity, and avoids technical language—particularly in official government or business communication.

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