

Sentences: Six Terms and Techniques to Know

Wayne Schiess

Dangling Elements
Compound Prepositions
Correlative Conjunctions
Length
Nominalizations
Subordination

1. What's a good average sentence length?

20

22

25

-Wydick, *Plain English for Lawyers*
-Enquist & Oates, *Just Writing: Grammar, Punctuation, & Style for the Legal Writer*
-Garner, *Legal Writing in Plain English*

How do I know my average sentence length?

Microsoft Word can tell you.

1. File > Options > Proofing > *When correcting spelling and grammar in Word*
2. Check > *Show readability statistics*
3. You must also check > *Check grammar with spelling*

You'll get a grammar check with every spell check, but you could disable that by going to Settings and unchecking all the grammar settings.

The screenshot shows a 'Readability Statistics' dialog box with the following data:

Counts	
Words	1497
Characters	7394
Paragraphs	84
Sentences	80

Averages	
Sentences per Paragraph	1.8
Words per Sentence	15.8
Characters per Word	4.7

Readability	
Passive Sentences	21%
Flesch Reading Ease	59.7
Flesch-Kincaid Grade Level	8.7

An 'OK' button is located at the bottom right of the dialog box.

How long for any given sentence?

45
words

When do you assess maximum sentence length?

On the edit.

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Title search: Six (or More) Techniques for Readable, Persuasive Sentences

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