

Sentences: Six Terms and Techniques to Know

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DanglingElements
CompoundPrepositions
CorrelativeConjunctions
Length
Nominalizations
Subordination

1. What's a good average sentence length?

20

22

25

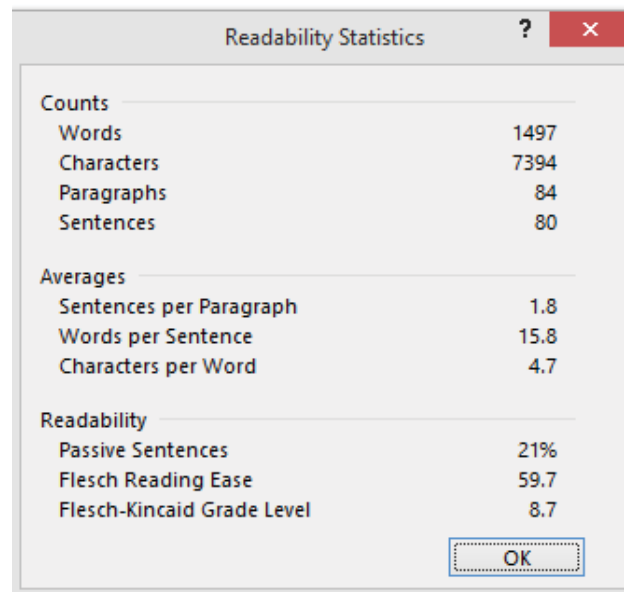
-Wydick, *Plain English for Lawyers*
-Enquist & Oates, *Just Writing:
Grammar, Punctuation, & Style for the
Legal Writer*
-Garner, *Legal Writing in Plain English*

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.



A screenshot of a 'Readability Statistics' dialog box. The dialog has a title bar with a question mark and a close button. It contains three sections: 'Counts', 'Averages', and 'Readability'. Each section lists a metric and its corresponding value.

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

OK

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

Also available as part of the eCourse

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First appeared as part of the conference materials for the
2018 Robert O. Dawson Conference on Criminal Appeals session
"Six (or More) Techniques for Readable, Persuasive Sentences"