Orwell’s Five Rules

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Don’t use what?

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Metaphors, similes, or other figures of speech you see in print.

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When don’t you use a long word?

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When a short word suffices.

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What words should you cut out?

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Any words that you can.

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Which voice should you use?

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Active (not passive)

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Should you use foreign phrases, scientific words, or jargon?

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Not if everyday English words exist.

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What is rule number 6?

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Break any rules as necessary.