Writing in Plain Language

with Leslie O'Flahavan



Plain Language Around the World

Use this list of plain language organizations and guides to learn about the breadth of plain language efforts all across the globe.

Center for Plain Language

"The Center for Plain Language, a non-profit organization, helps government agencies and businesses write clear and understandable communications. The Center supports those who use plain language, trains those who should use plain language, and urges people to demand plain language in all the communications they receive, read, and use." The Center for Plain Language publishes the annual Federal Report Card, which evaluates how well US federal agencies "comply with the Plain Writing Act of 2010. Each year, our Federal Report Card grades federal departments within each agency and advises them how to improve." The Center also judges the annual ClearMark Awards competition, which recognizes "the plain language communications created by North American organizations."

Clarity International

"Clarity is a worldwide network of professionals who are committed to promoting plain legal language. With more than 650 members from 50 countries, Clarity is the largest international plain language organization. Our members are people who believe in the benefits of plain legal language. They include judges, lawyers, government officials, scholars and teachers, as well as corporate and NGO representatives."

Comprehensible Language and Effective Communication (The Netherlands)

"Brochures, quotations and terms and conditions are often unnecessarily complex. In the Comprehensible Language and Effective Communication programme, researchers investigate which factors affect the comprehensibility of language. The research projects have a practical focus and are realised in collaboration with public institutions and industry. The results are directly applicable. Nine projects have been funded so far."

How to Write Clearly

This publication has been translated into the 24 languages of the European Union.

Institute for Language and Folklore (Sweden)

"The Language Council of Sweden (Språkrådet) is a departement of the official language authority the Institute of Language and Folklore (Institutet för språk och folkminnen)."

Klarspråk (Norway)

"This website is one of the initiatives for the cooperation 'Clear language in the state', which started as a project in 2008 by the then Ministry of Renewal and Administration (FAD). The project was a collaboration between the FAD, the Directorate for Administration and ICT (Difi) and the Language Council. The central clear-language work in the state continues, with the Digitization Directorate (former Difi) and the Language Council as key players."

Legal Writing Institute

"The Legal Writing Institute (LWI) is a nonprofit organization dedicated to improving legal communication, building the discipline of legal writing, and improving the status of legal writing faculty across the country."

Plain English Awards (New Zealand)

"The Plain English Awards celebrate New Zealand's clearest communicators."

Plain Language Action and Information Network

"The Plain Language Action and Information Network (PLAIN) is a group of [US] federal employees from different agencies and specialties who support the use of clear communication in government writing."

Plain Language Association International

"Plain Language Association International (PLAIN) is the international association for plain language supporters and practitioners around the world. Our growing network includes members from over 30 countries working in clear communication in at least 15 languages." PLAIN also offers plain language resources in Spanish and in German.

Public Works and Government Services (Canada)

Read the plain language chapter of the Canadian Style.

The Institute for the Languages of Finland (Kotus)

"[Kotus] is devoted to the study and language planning of Finnish and Swedish. We also coordinate the activities of the Saami, Romani, and Sign Language Boards. The Institute for the Languages of Finland is an institute of expertise under the auspices of the Finnish Ministry of Education and Culture."

World Health Organization: Use Plain Language

"Communicators must translate technical information into messages non-expert audiences can understand."

People are more likely to trust and act on information they understand."