

## Some Writing Do's and Don'ts

Do's	Don'ts
Use complete sentences	Don't use incomplete or run-on sentences
Use the full word, spell it out, spell it correctly	Don't use abbreviations, contractions, ideograms, pictograms
	Don't highlight or underline words or sentences
Give your opinion as a statement	Don't use "I feel", "I think", "to me", etc.
Use third person pronouns (he, she, it, they, one, his, hers, theirs their)	Don't use first person (I, me, we, my, myself, ours, our, mine) or second person (you, your, yours, yourself, etc.) pronouns
Be specific-Use the real word	Don't be vague-avoid it, here, them, that, this, etc.
Use transition words	Don't start a sentences with "and" or "but"
Stick to the subject (thesis)	Don't jump around from idea to idea
Argue positively and reasonably	Don't use annihilation or chaos theory

Avoid the words that will destroy your (AHHHHH!) the essay. They are evil and nasty and must be exterminated at all costs! These are the first and second person pronouns. They appear harmless enough, and in other circumstances, they pose no threat. However, these nasty little creatures will earn you (AHHHH!) points off if they are caught on your (AHHHHH!) the essay. So be on your guard, and do all that you can (AHHHHHHHH!). Enough of those evil nasties: Be on guard. I recommend (AHHHHH!) Students should be on guard. It is recommended that students have someone (parent, teacher, and friend) proofread your (AHHHHHHH!) the essay for these words. If you can avo(AHHHHHHH!) If one can avoid using first and second person pronouns, then his ideas will be much better presented. Students should use third person pronouns or nouns.