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Australian Government Writing Style Guide

Be aware who you are writing for. Be conscious of what the user needs to do. Tell the user what they need to know. Pronouns. Use first and second pronouns (I, we, us and you) to establish a connection with the user. Avoid third person nouns (Australian Government Department of X) and pronouns (he, she, it and they).

Writing style - Content Guide - Digital Guides

This free Australian English writing guide is free to use, as is, on this website, as a reference tool. It does not matter whether you

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represent an individual, a business or commercial endeavour, a government agency or a non-profit organisation.

A Free Online Style Guide for Australian Writers and Editors

Writing style Guidance on writing plain English content that reflects a modern government voice. Includes readability, audience and voice.

Content Guide - Digital Guides

Writing. Australian public service writing style guide. The Australian Government Style Manual: For Authors, Editors and Printers, sixth Edition. image via Wiley Press. After I increased to end up part of the Australian Public Service around 2006, one of the greatest manuals I had been familiar with was the shape Manual: For Authors, Editors and Printers.

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The Writing style guide provides a guide to the Department of Human Services' corporate editorial style. It helps authors within the department maintain corporate standards when presenting information in print, online or in other formats.

Department of Human Services writing style guide

Use 's for words that end in 's' to show possession if you pronounce the 's' (for example, personal names). If you don't pronounce the 's' just use an apostrophe. Don't use apostrophes for plural abbreviations or decades. Use apostrophes for substitutions of 'is', 'us' or 'are' and in other contractions.

Punctuation and grammar - Content Guide

The ABC Style Guide Throughout the year, members of the ABC's language committee meet to discuss matters of grammar, style and usage. Their guidance is provided to all ABC content makers, and is made publicly available [here](#). The ABC also maintains a

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database of proper names and placenames to assist content makers with correct pronunciation.

The ABC Style Guide | About the ABC

The 2016 edition of the GPO Style Manual is the first revision to be issued under GPO's new name, U.S. Government Publishing Office. Since 1894, the GPO Style Manual has served as a guide to the style and form of Federal Government printing and publishing. The Manual has come to be widely recognized by writers and editors both within and outside the Federal Government as an important editorial ...

New Edition of the GPO Style Manual | govinfo

The Guardian and Observer style guide; Department of the Prime Minister and Cabinet's Australian Government Branding Design Guide; Australian Electoral Commission's Brand Manual; Australian Government Solicitor Editorial style guide; Govt.nz

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style guide; Government of South Australia's Plain English Good Practice Guide 870KB PDF

Sources - Content Guide

news, latest-news, aps style guide, public service style manual, public service style guide, digital transformation agency, amanda laugesen, government language guide, government style guide

New APS style guide includes gender inclusive language and ...

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Style Guides by Government Agencies - Digital.gov

Of the guide, the DTA says boldly: "The Australian Government Style Manual (Style Manual) is the authoritative source of rules and guidance for government writing and editing. Our aim is to make ...

iTWire - DTA's style guide: why not buy a book instead?

Monday January 14, 2019. The Commonwealth is getting its first new style guide since 2002, courtesy of the Digital Transformation Agency, but not until the end of 2019. "Imagine a world where all government information — from ministerial briefs to the instructions on a screen — was simple, clear and easy to read," wrote the DTA's director of content design and strategy, Libby Varcoe, in a blog post a few days before Christmas.

The first new edition of the Commonwealth Style manual

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The writing style guide assists staff preparing University publications to ensure consistency and clarity. For questions not addressed here, consult: Australian Oxford Dictionary, Oxford University Press 2004 Style Manual for Authors, Editors and Printers, Sixth Edition, John Wiley & Sons 2002 (reprinted 2013)

Writing style guide - Staff Services - ANU

Australia. Style Manual: For Authors, Editors and Printers Snooks & Co for the Department of Finance and Administration. 6th ed. ISBN 0-7016-3648-3.; Canada. The Canadian Style: A Guide to Writing and Editing: by Dundurn Press in co-operation with Public Works and the Government Services Canada Translation Bureau. ISBN 1-55002-276-8.; Newspapers. CP Stylebook: Guide to newspaper style in ...

List of style guides - Wikipedia

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Australian government agencies are required to meet WCAG 2.0 Level AA, which includes Level A. This is also required by the Australian Government Digital Service Standard (criteria 9 — make it accessible). WCAG 2.1 was released in June 2018 and extends WCAG 2.0.

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