

How to Write Well Cheat Sheet

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Rules 1 -25

- 1. Always avoid alliteration.
- 2. Prepositions are not words to end sentences with.
- 3. Avoid clichés like the plague -- they're old hat.
- 4. Employ the vernacular.
- 5. Eschew ampersands & abbreviations, etc.
- 6. Parenthetical remarks (however relevant) are unnecessary.
- 7. Parenthetical words however must be enclosed in commas.
- 8. It is wrong to ever split an infinitive.
- 9. Contractions aren't necessary.
- 10. Do not use a foreign word when there is an adequate English quid pro quo.
- 11. One should never generalize.
- 12. Eliminate quotations. As Ralph Waldo Emerson once said, "I hate quotations. Tell me what you know."
- 13. Comparisons are as bad as clichés.
- 14. Don't be redundant; don't use more words than necessary; its highly superfluous.
- 15. It behooves you to avoid archaic expressions.
- 16. Avoid archaeic spellings too.
- 17. Understatement is always best.
- 18. Exaggeration is a billion times worse than understatement.
- 19. One word- sentences? Eliminate. Always!
- 20. Analogies in writing are like feathers on a snake.
- 21. The passive voice should not be used.
- 22. Go around the barn at high noon to avoid colloquialisms.
- 23. Take the bull by the hand and avoid mixed metaphors -- even if a mixed metaphor sings, it should be derailed.
- 24. Who needs rhetorical questions?
- 25. Don't use commas, that, are not, necessary.

Rule 26-50

- 26. Do not use hyperbole; not one in a million can do it effectively.
- 27. Never use a big word where a diminutive alternative would suffice.
- 28. Subject and verb always has to agree.
- 29. Be more or less specific.
- 30. Placing a comma between subject and predicate, is not correct.
- 31. Use you're spell checker to avoid misspelling and to catch typographical errors.
- 32. Don't repeat yourself, or say again what you have said before.
- 33. Don't be redundant.
- 34. Use the apostrophe in its proper place and omit it when its not needed
- 35. Don't never use no double negatives.
- 36. Poofread carefully to see if you any words out.
- 37. Hopefully, you will use words correctly, irregardless of how others use them.
- 38. Eschew obfuscation.
- 39. No sentence fragments.
- 40. Don't indulge in sesquipedalian lexicological constructions.
- 41. A writer must not shift your point of view.
- 42. Don't overuse exclamation marks!!!
- 43. Place pronouns as close as possible, especially in long sentences, as of 10 or more words, to their antecedents.
- 44. Writing carefully, dangling participles must be avoided.
- 45. If any word is improper at the end of a sentence, a linking verb is.
- 46. Avoid trendy locutions that sound flaky.
- 47. Everyone should be careful to use a singular pronoun with singular nouns in their writing.
- 48. Always pick on the correct idiom.
- 49. The adverb always follows the verb.
- 50. And always be sure to finish what

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