

Federal Government Style Guide

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Federal Government Style Guide

Generally, we follow the United States Government Publishing Office Style Manual spelling guidance (PDF, Download Adobe Reader), but we do use some exceptions. Do not include hyphens in gerunds: "rulemaking" rather than "rule-making.". Use "on-site" an adjective or adverb before a noun and "on site" after a noun.

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Style guides are used to set the tone and guidelines for how an agency communicates with the public. This page is a collection of style guides created by government agencies. You can add your agency's guide by emailing DigitalGov or sharing in the Plain Language Community of Practice.

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Find out how we use best practices from our bilingual Style Guide to create digital content for USAGov. 1. Writing for the Web. Learn how to write for the web and for the USAGov platform. 2. Writing Principles. Find spelling and punctuation rules, naming conventions, and other traits that characterize the USAGov writing style. 3. Accessibility

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In general, we follow AP Style. Use plain language in your writing for clarity. Avoid using acronyms or jargon that may be unfamiliar to the general public or those outside your agency. Capitalization.

Acces PDF Federal Government Style Guide

Capitalize proper nouns for people, places, and agency names. Do not capitalize words like federal, government, or agency unless it is:

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By act of Congress the Director of the U.S. Government Publishing Office (GPO) is authorized to determine the form and style of Government printing. The Style Manual is the product of many years of public printing experience, and its rules are based on principles of good usage and custom in the printing trade. Editors and writers whose disciplines have taught them aspects of style different from rules followed in this Manual will appreciate the difficulty of establishing a single standard.

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This style guide establishes agency standards of punctuation, word usage, and grammar that will answer writers' most common questions and will, we hope, promote clear and effective writing throughout NARA. Style changes over time and even from place to place, depending on the intended audience.

NARA Style Guide - Archives

Government Publishing Office; National Aeronautics and Space Administration; National Institutes of Health; Nuclear Regulatory Commission; Office of the Federal Register; Securities and Exchange Commission. A Plain English Handbook; USAGov Bilingual Style Guide; 18F Content Guide; State government. Plain Language: It's the Law, and a Good ...

Style guides | plainlanguage.gov

This Writing Style Guide will help you produce uniform documents, regardless of office, function, or publication form. The purpose of the Writing Style Guide is to provide style consistency in all EIA content. It addresses some issues that are particular to web writing, such as writing effective hypertext links.

EIA Writing Style Guide

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 tool.

New Edition of the GPO Style Manual | govinfo

Federal plain language guidelines. These are the official guidelines for the Plain Writing Act of 2010. We developed these guidelines to help you and your agency write clearly, so your users can: Find what they need; Understand what they find; Use what they find to meet their needs; Contents

Federal plain language guidelines | plainlanguage.gov

The standard for Australian Government writing and editing. Style Manual is for everyone who writes, edits or approves Australian Government content. Use it to create clear and consistent content that meets the needs of users. About. Use Style Manual when creating Australian Government content.

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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 tool. This edition can be purchased on GPO's Online Bookstore:

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AP Style Federal - Writing Explained

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U.S. Government Publishing Office Style Manual

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