

## Writing No-Nos

Jenny Jones  
English 7 hr 4  
Mrs. Weaver  
20 September 2018

Format papers as instructed.

If typed, in the left corner.  
If hand-written, in the right

- do not use ‘you’ or ‘your’ unless you are specifically addressing Mrs. Weaver, your reader
- capitalize important words in a title: I Want to be an Astronaut
- do not write “In my opinion” “I think” or “I believe” This is a given fact; it’s your paper.
- banned words: kinda, like, that, lots, etc., you may not write in slang
- do not start your sentences with: Because, So, And, Then, or Also
- MLA format – remember “We are not normal” 12 font, double-spaced
- ‘then’ and ‘than’ are not interchangeable – use them correctly
- do not hop from one topic or idea to another – you must transition and let your reader know you are moving on
- clarify and expand your ideas, do not list them in sentences, “tell your story”
- do not use extra words: “way” better, “most” happiest, “way” sooner, etc.
- clarify who the “they” “it” “them” are in your work: **Scientists** will discover cures. They will also...
- number 1-100 I want spelled out, do not start a sentence with a number
- if using a number with a symbol, that is fine: 90° Fahrenheit, 54%, or 3<sup>rd</sup> grade, etc.
- “a lot” is two words – you will never use “alot” in your essay – the word does not exist