

Plain Language Fundamentals:

Introduction to Plain Design

Who should attend...

Administrators, case managers, front-line staff - anyone who communicates with participants. Staff from all sectors welcome!

A Clear Language Lab (FREE) Quarterly Workshop

What we'll cover...

- Incorporating basic plain design principles into flyers, handbooks, and other client-facing materials to make them easier to understand
- Using basic design vocabulary to be able to communicate about these elements with others
- Revisiting familiar tools and trying new ones in your written communication with participants

OPTIONAL:

Bring 3-5 copies of a flyer, document, or excerpt from a handbook, etc. to share with peers and discuss

When and where...

Thursday, June 13, 2019
2pm-5pm

Literacenter, 2nd floor
641 W. Lake, Chicago

How to register...

Email us the info below to training@litworks.org:

- Your name
- Email
- Phone number
- Agency and role

Include "Introduction to Plain Design" in the subject line



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Clear Language Lab