Concision

Purpose: Upon completion of this activity, students will be able to define the term “concision” and will understand and apply the five principles of concision as described in the reading. This DLA should take approximately 1 ½ to 2 hours to complete.

Go to the WRC reception desk and ask to check out Joseph M. Williams’ Style: Lessons in Clarity and Grace. You will need a driver’s license or other photo identification to check this book out for use in the WRC.

1. Read the first part of Lesson 7.
2. On a separate sheet of paper, answer the following questions about the reading:
   a. What is concision?
   b. What are the five principles of concision? Write the principles and give one original example of each.

3. Continue reading to the end of Lesson 7. Then, complete exercise 7.1 and 7.2. Please complete these activities on a separate sheet of paper.
4. Before reviewing your answers with an instructor or tutor, use the space below to write any questions you still have:

   ____________________________________________________________
   ____________________________________________________________

5. Bring the book and your completed exercises to an instructor or tutor to review. Have that person sign and date this sheet.

   ____________________________  ____________________________
   Instructor/Tutor signature    Date