References on Writing

STYLE GUIDELINES FOR SOCIOLOGY


TYPES OF SOCIOLOGY PAPERS WITH EXAMPLES


GENERAL STYLE


LINKING THEORIES WITH EVIDENCE/DATA, USING THE RIGHT METHOD


OVERCOMING WRITER’S BLOCK; BECOMING MORE ORIGINAL IN YOUR WRITING, MORE CREATIVE IN YOUR THINKING

Ten Principles for Writing Clearly


1. Distinguish real grammatical rules from folklore (pp. 11-15).
2. Use subjects to name the characters in your story (pp. 46-52).
3. Use verbs to name their important actions (32-37).
4. Open your sentences with familiar units of information (68-70).
5. Get to the main verb quickly:
   - Avoid long introductory phrases and clauses (p. 121).
   - Avoid long abstract subjects (pp. 121-122).
   - Avoid interrupting the subject-verb connection (p. 123).
6. Push new, complex units of information to the end of the sentence (pp. 83-85).
7. Begin sentences that form a unit with consistent topic/subjects (72-75).
8. Be concise:
   - Cut meaningless and repeated words and obvious implications (pp. 101-103).
   - Put the meaning of phrases into one or two words (pp. 103-104).
   - Prefer affirmative sentences to negative ones (104-105).
9. Control sprawl:
   - Don’t tack more than one subordinate clause onto another (pp. 125-127).
   - Extend a sentence with resumptive, summative, and free modifiers (pp. 127-129).
   - Extend a sentence with coordinate structures after verbs (pp. 129-131).
10. Above all, write to others as you would have others write to you (pp. 193-194).

(Original compiled by Elizabeth Martinez, 2010; Revised by Ann R. Power, September 2014)