

SAY WHAT?

Crafting Clear and Concise Communications

A one-day workshop presented by the Saskatoon Branch of the Editors' Association of Canada

Wednesday, April 29, 2009, 9:00 am to 4:00 pm
Western Development Museum, Saskatoon, SK

How do you make sure you're getting your message across?

Clear, concise style is the backbone of strong writing. It's also the product of lots of cold, hard revision. This workshop will present a variety of techniques to help harness language and put it to work for you.

Through discussion, examples, and exercises, the workshop will examine sure-fire methods for polishing any type of document.

Learn how to

- create flow
- eliminate sloppy shifts and inconsistencies
- link ideas through parallelism and subordination
- tighten sentence structure
- trim wordiness

Whether you are writing your own copy or editing other people's books, reports, newsletters, or corporate communications, this workshop will help you focus the writing and make the message clear.

The Presenter



Frances Peck is a Vancouver-based editor, writer, and instructor with over 20 years' experience. She prepared the Canadian edition of *The St. Martin's Workbook*, a grammar exercise book; recently completed *Peck's English Pointers*, an e-book for the Translation Bureau; and is a regular columnist for the periodical *Language Update*. Frances teaches editing with the Print Futures Program (Douglas College) and the Writing and Publishing Program (Simon Fraser University). She is also a member of West Coast Editorial Associates.

Registration

Registration forms are available online at www.editors.ca. To reserve your place, mail your completed registration form, along with a cheque payable to EAC Saskatoon, to the address provided on the form.

Fees include lunch, refreshments, parking, and admission to the Western Development Museum on the day of the workshop.

Registration fee (less 20% for administration costs) will be refunded if written notice of cancellation is received by April 14, 2009.

Enrolment is limited.

Act now to ensure you don't miss out!

Cost

	Before April 10	After April 10
EAC members*	\$140	\$160
Non-EAC members	\$190	\$220

* You must be an EAC member at the time of registration.

For more information, visit us online at www.editors.ca/branches/saskatoon, or email saskatoon@editors.ca.