**Keynote Slides- New presentation -How to Become a Better Writer**

1. **Do NOT begin a sentence with a coordination conjunction:**

 **FANBOYS – for, and nor, but, or yet, so**

1. **If you use a coordination conjunction to join two complete sentences, use a comma in FRONT of the coordinating conjunction.**
2. **Do NOT begin a sentence with a conjunctive adverb such as however.**
3. **Use Formal Standard English – no abbreviations, no contractions; spell out numbers. Hyphenate compound numbers such as twenty-seven. Do NOT use informal language/slang such as “wanna,” “gonna,” “cuz,” and “hyper.” If you MUST use a slang word, put quotation marks around it.**
4. **Do not hyphenate proper nouns or one syllable words.**
5. **Use consistent verb tenses. If you use past tense at the beginning of your essay, ALL of your essay must be in past tense.**
6. **Each paragraph must be indented – five spaces or an inch (a knuckle length). A paragraph is more than one sentence unless it is dialogue. Dialogue begins a new paragraph each time the speaker changes.**