




What is Plain and Easy English

Easy English is the simplest form of English accompanied by an image. It is often used to help people who have low literacy understand information in written form. This style of writing focuses on presenting key information while removing all unnecessary detail, accompanied by an image/icon to reinforce the message.

Below is an Easy English example on how to contact us.

	Phone: [Your organisation number]
	Email: [Your organisation email]
	Website: [Your organisation website]

The difference between **Plain English** and **Easy English** is:

Plain English

Plain English is a writing style that uses a logical structure, basic language and grammar, fewer words/sentences/paragraphs, conversational language and uses an easy-to-follow format.

Easy English

Easy English is a writing style that is simpler and has a lower reading level than Plain English. Also referred to as easy-to-read or Easy Read. Easy English uses short sentences with an corresponding image or picture.