

Eliminating Wordiness

Wordiness means using more words than needed.

Wordy I think the most important thing to remember when you clean your room is to carefully dust each piece of furniture such as the desk, dresser, and night table.

Revised Dust the desk, dresser, and night table.

Follow these steps to eliminate wordiness:

- Use strong one-word verbs instead of phrases (*remove* instead of *take off*, *slice* instead of *cut off a piece of*).
 - State each idea only once in as few words as possible.
 - Delete wordy phrases such as *kind of* and *I think that*.
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Directions Rewrite each sentence to eliminate wordiness.

1. It seems to me that the job of babysitting is one of the hardest jobs in the whole wide world.

2. Little tiny kids run around like crazy some of the time, and it seems like you have to keep your eye on them every single second.

3. I guess taking care of kids is really kind of fun though, because they say cute things and you feel really good when they like you.

Directions Write a tip about doing a job. Write it in a sentence that is not wordy.
