

Bullet Writing Review



Birthplace, Home and Future of Aerospace Medicine

- Three parts to a bullet
 - Start with strong impact word (action verb, past tense)
 - Followed with the fact
 - Support fact with impact/results
- Use single bullets
- No wraparounds
- Use sub-bullet only when needed to add impact
- Avoid fluffy, feel-good phrases (flowery words)
- Define all acronyms and abbreviations first before using them
- Try to avoid leaving white space

Bullet Writing Guide Air Force

Adjutant

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