

Seven Rules of the Army Writing Style

Rule 1: Put your main point up front (BLUF)

Rule 2: Write short paragraphs. No more than one inch deep or six lines long

Rule 3: Write short staff papers (one to two pages long)

Rule 4: Use active voice

Rule 5: Use short, conventional words

Rule 6: Write short sentences (about 15 words average)

Rule 7: Be correct, be credible, be complete

Army Writing Style Manual

RJ Alexander



Army Writing Style Manual:

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