

How to conquer fear of writing



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Fear of writing gets planted in schoolchildren at an early age. We're led to believe that writing is a special language owned by the English teacher, available only to the few who have 'a gift for words'. But writing isn't a skill that some are born with and others aren't.

Writing is simply talking to someone else on paper. Anybody who can think clearly, can write clearly - about any subject at all.

10 writing myths

There're lots of ways to overcome your fear of business writing. But a good place to start is to recognise false ideas that can hold you back:

- 1. Good writers are fast writers the best writers in the world will tell you that this just isn't true. Slow down, take your time, make it matter.
- 2. Good writers get it right on first draft nothing could be further from the truth. They draft, rewrite, revise, edit and sweat over their writing.
- 3. Good writers don't need to edit just the opposite. Good editing improves the clarity and forcefulness of your writing. It's where the real work of writing happens.
- 4. Good writers know what they want to say, word for word they don't. They develop their ideas as they write, and are open to changing their minds.
- 5. Good writers use long words big words muddy your argument. Don't hide behind fancy words. Use plain, simple English.
- 6. Good writers write long emails, documents and papers the shorter it is the better chance it has of being read. Readers appreciate not having their time wasted.
- 7. Good writing is built one sentence at a time it's not. It's written first as chunks of ideas and revised later.
- 8. Good writers work alone most business writers work in busy offices with frequent input from their coworkers and peers. Sharing ideas, asking questions, and revising their writing.
- 9. Good writing means grammar, spelling and punctuation that's the shine on the text. Polishing should be done on your final draft.
- 10. Good writers are born that way stop telling yourself you're not good enough or that you don't have what it takes. Everyone can be a good writer with a little practice.

Just get it down - you can always make it better later.

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