



## Winter 2019 Registration is Now Open!

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Clear Writing says what you mean, simply and clearly. Clear Writing is knowing the needs of your reader and making the message clear for them.

Clear writing can

- increase your clients by giving them clear messages
- decrease confusion or misunderstandings
- reduce accidents
- increase your skills for employment

73% of employers want candidates to have strong writing skills (Ink.com)

Clear Writing is about the way you communicate in writing. It's about the

- language you use
- format of your document
- design of your document

This is “An excellent course that I can start to apply to my working and personal life immediately!”  
– Course Participant

Course Runs	January 21 – April 14, 2019	
Fee	\$295 (tax exempt)	
Registration	limit of 10 so register early!	<a href="http://www.learningnetworks.ca">www.learningnetworks.ca</a>
<b>Deadline to Register</b>	<b>January 16, 2019</b>	
For More Information	Sara Gill – 905-527-2222	<a href="mailto:director@abea.on.ca">director@abea.on.ca</a>