

**Date**

Wednesday, January 14, 2015

**Time**

1:00pm - 4:00pm

**Place**

Dining Room A  
Madison Building  
Library of Congress  
101 Independence Ave.  
Washington, DC 20540

**Metro/Directions**

Capitol South  
(Orange & Blue Lines)

**Sponsor**

FEDLINK Education  
Working Group

**Information**

Please call (202) 707-4813  
TTY (202) 707-4995  
Request ADA  
Accommodations five  
business days in advance at  
[ADA@loc.gov](mailto:ADA@loc.gov).

**Registration**

This program is FREE, but  
[registration](#) is required.

**Cancellations**

Please notify FEDLINK at  
(202) 707-4813 if you cannot  
attend to allow those on the  
waiting list an opportunity to  
register.

**FEDLINK Writing Workshop****Plain Language in Action**

Join your colleagues for a half-day plain language and writing course based on the Federal Plain Language Guidelines. Learn about the Plain Writing Act of 2010 that requires federal agencies to use “clear Government communication that the public can understand and use.”

Using interactive writing exercises, this training will focus on:

- ~ Defining plain language
- ~ Identifying and writing for your audience
- ~ Using plain language techniques in any type of document
- ~ Discovering how plain language saves your agency time and resources

**Instructor**

Katina Stapleton is the Plain Language Liaison for the National Center for Education Research (NCER) within the U.S. Department of Education. She is a plain language trainer for the Plain Language Action and Information Network (PLAIN), a group of federal employees from many different agencies and specialties who support the use of clear communication in government writing. Stapleton has an undergraduate degree in print journalism from the University of Maryland at College Park and a Ph.D. in Political Science from Duke University, where she specialized in political communication. Before joining the federal government, Katina was an Assistant Professor of Political Science at Syracuse University.