

Title:

Write in Chunks to Write Effectively

Word Count:

306

Summary:

Writing chunks, rather than writing the whole message at once, may help you create a better message.

Keywords:

write, writing, writing process, written communication

Article Body:

Professional writers are often admired or envied for the end products they create. Yet, few people know how they do it.

But, few professional writers actually spend all their time writing ~ instead they get a few words out at a time.

And here's where you can learn from professional writers. Don't try to get all of your message out at once.

For example, if you need to write an important memo, think about the chunks involved in creating it.

That's a big bag of ideas to deal with all at once. Perhaps you might start with a simple outline.

In summary, taking a bit-by-bit approach means you'll probably end up with a better message, one that is easier to read and understand.

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