

Transition Traps

Have you used too many transition words or phrases?

Unnecessary transitions become word clutter or filler.

Are your transition words and phrases in the same place in each sentence?

The reader will see the pattern very quickly and will be distracted from the content. You pretty much hypnotize your reader.

Did you use the same transition words and phrases?

Don't bore your reader – here is where you can explore some synonyms.

Do your transitions do the job?

Don't say *in contrast* or *however*, if you are not actually changing direction.

Did you put any transitions in the wrong place?

Transition words have stronger impact as the first words or clause of the sentence. They have a milder impact in the middle of the sentence.

Don't waste the last sentence in a paragraph on something that should go in the first sentence of the next paragraph. Instead, use the last sentence to emphasise the main idea of the paragraph and leave the new idea for the topic sentence in the next paragraph.

Have you used paragraph and sentence level links?

Pick up a key word from the previous sentence to connect the ideas. This is particularly useful to connect topic sentences to the previous paragraph.

Did you use acronyms, thinking they would speed the reader up?

They just slow the reader down by making the reader go back in the text and look up unfamiliar acronyms.