

Classroom Exercise: Replacing Jargon with Plain English

Good communicators know the best way to convey meaning is by using clear, concise language rather than corporate jargon and trendy phrases.

1. Deep dive
2. Outside the box
3. Pivot
4. Honestly
5. Reach out
6. Circle back
7. Low-hanging fruit
8. Rock star
9. Face time (as in Devote *face time* to an issue.)
10. Off the grid
11. Guru
12. Spidey-sense
13. At the end of the day

SUGGESTED RESPONSES

1. Investigate, look into
2. Creative(ly)
3. Switch/change
4. [Avoid this word entirely. No one expects dishonesty, which is what the use of *honestly* implies.]
5. Send an e-mail/call
6. Send an e-mail/call
7. Easy
8. Expert
9. Meet
10. Not checking my e-mail
11. Expert
12. Sense
13. When we take everything into consideration