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Beyond general exhortations to write clearly and precisely, the following more specific suggestions are offered.

1. Keep in mind that you are writing for as wide an audience as possible. Avoid the shorthand and jargon of your area as much as you can. Carefully introduce the terminology needed to understand the main results. If space considerations prevent a full development of the concepts, delineate clearly what you are not explaining and provide references to it in the literature. Consider an Announcement an opportunity to explain your area of research to the world at large.

2. Do not confuse a graceful style with a sloppy style. Although a light touch or a colorful phrase can relieve the tedium of definitions, excessive breeziness and imprecision confuse readers who have only a casual knowledge of the subject. We say this not to encourage pedantic writing but to discourage obscure writing. Your results should be stated precisely with all important concepts and notations made clear.

3. Ask a colleague to review your manuscript before you submit it. Even better, ask two colleagues, one whose work is very close to yours, one whose work is farther away. (If you can't get two people you know to read your work before it is published, how many will want to read it after?) Ask for suggestions on how to improve the readability.

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