# 5 Tips for Resource Readability

LSC’s Model Practices & Innovation (MPI) Office of Training and Technical Assistance partnered with the Legal Services Technology National Assistance Project (LSNTAP) to provide these tips to enhance the readability and accessibility of resources produced by grantees of the Legal Services Corporation.

## What is Readability and Why Does it Matter?

Readability is the ease with which a reader can understand written text. For people with disabilities, formatting content for readability can be essential to a successful user experience.

## The 5 Tips

### Paragraph Structure:

Keep paragraphs short by using no more than 3-5 sentences and 50-75 words per paragraph. Increase white space between paragraphs to boost content readability. Without additional space between paragraphs, lines of text may blur together for some readers.

### Headings:

Use headings to inform readers about the contents of a section. Make headings bigger and bolder than the bodies of text to help them stand out.

### Reading Level (6th-8th Grade):

Write content at the 6th-8th grade reading level to ensure accessibility for most audiences. Use short words and sentences to improve clarity. Break down complex concepts into simpler explanations.

### Font Size:

Choose appropriate font sizes to ensure readability. Use at least 12-point (pt) font for print materials, 16 pt for web content, and 18-22 pt for headings.

### Font Type:

Choose fonts carefully: Serif fonts like Times New Roman have decorative strokes that work better in print publications. Sans serif fonts like Arial or Calibri have clean lines without decorative elements, making them better for digital reading.

## Additional Resources:

* Web Content Accessibility Guidelines: Web Accessibility Evaluation Tools List: <https://www.w3.org/WAI/test-evaluate/tools/list/>
* LSNTAP Web Accessibility Resources: <https://www.lsntap.org/topics/12/web-accessibility>