5 Tips for Resource Readability

LSC's Model Practices & Innovation (MPI) 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.

1 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.
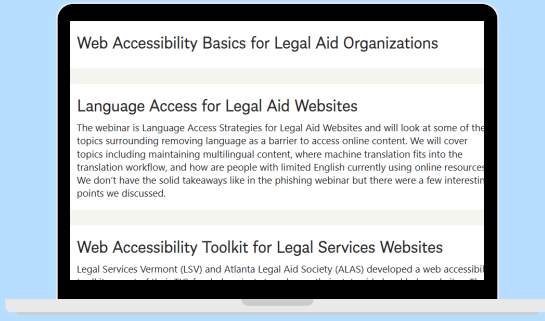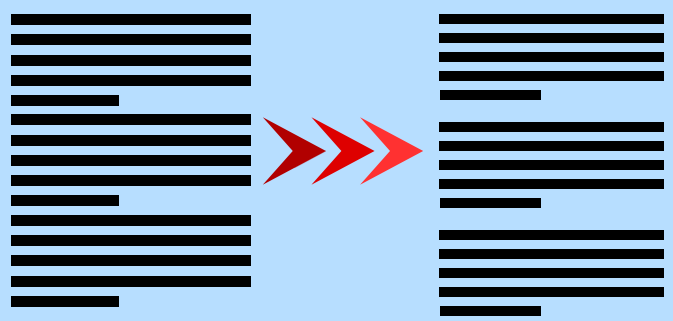
The headers on LSNTAP's website stand out and help identify the section topics easily.

2 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.

3 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.

18-22 pt — Headings
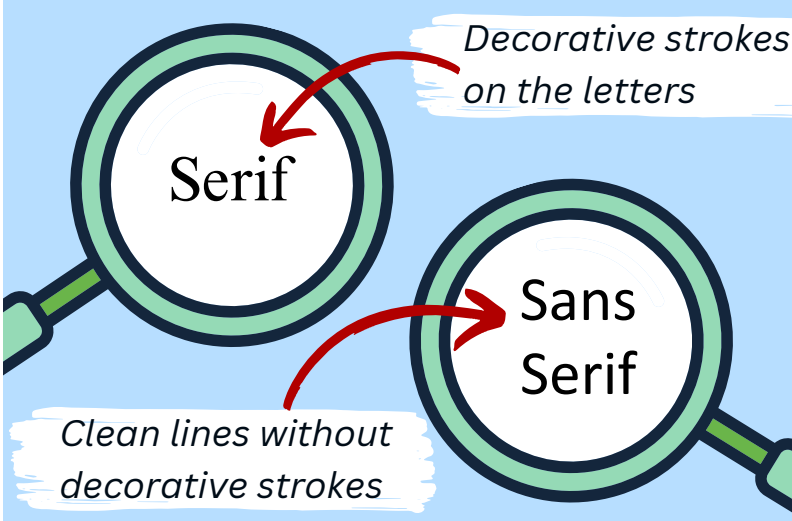16 pt — Web Content
12 pt — Print Materials
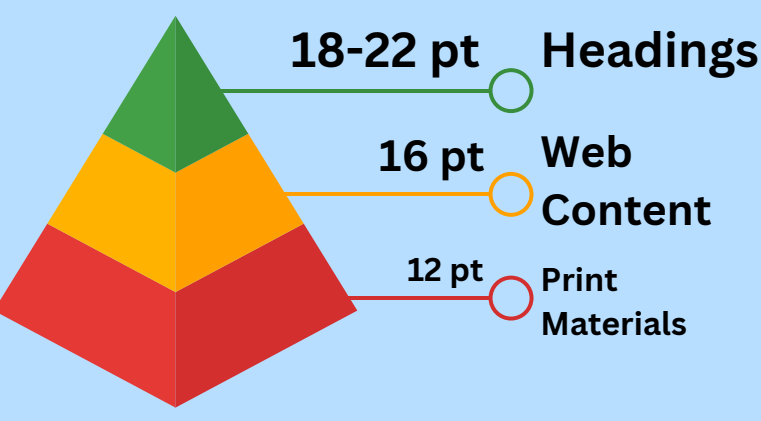
4 Font Size

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.

5 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.

Decorative strokes on the letters

Serif

Sans Serif

Clean lines without decorative strokes

Additional Resources
- Web Content Accessibility Guidelines: Web Accessibility Evaluation Tools List
- LSNTAP Web Accessibility Resources