[WORKING DRAFT] COGA-Silver Clear Language Method 4:

Use literal and concrete language and explain implied content

Silver breadcrumb:

Guideline: Clear and Understandable Language → Outcome: Clear and Understandable Language (written and audio) → Method: Use literal and concrete language and explain implied content

About this document:

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Current authors: jrawe@understood.org , Jan McSorley , John Kirkwood , lisa.seeman@zoho.com , rainb@google.com , John Rochford,?

Maps to COGA Pattern 4.4.4: Use literal language and COGA Pattern 4.4.12: Explain implied content

Reference documents:

- E COGA Silver Structure draft
- Silver revised method template (October 2021)
- Earlier drafts:
 - E Complete list of Clear Language methods and (DRAFT)
 - o [From Lisa] Use Clear Language Method
 - [[ARCHIVED Nov 2021] Use Clear Language Method
- Archive of COGA Github Issues (May help with finding supporting research)

Introduction

Outcome {content usable term: objective}

This method supports the outcome Clear and Understandable Language (written and audio), which belongs to the guideline, Clear and Understandable Content (reference: COGA's thinking on structure).

Other methods for this outcome:

- Method 1: <u>Use contextually established, familiar, and accurate words</u> (COGA pattern 4.4.1)
- Method 2: <u>Use the tense and voice that is easiest</u> to <u>understand in context</u> (COGA pattern 4.4.2)
- Method 3: <u>Use a simple sentence structure and avoid double negatives or nested clauses</u> (COGA pattern 4.4.3)
- Method 5: <u>Use clear, unambiguous formatting</u> and punctuation, including language tags and the symbols and letters necessary to decipher the words (COGA pattern 4.4.6 and 4.4.7)

Related outcomes

- Outcome 2: Chunked information and clear visual presentation
- Outcome 3: Math concepts

Platform

• All, this method is platform independent

Technology

• All, this method is technology independent

Input aspects for testing

 To be written after we reconnect with Silver. Unclear on how this should be answered in the context of this document.

Summary {content usable term: what to do}

- When possible, use concrete terms and examples that refer to objects or events that you can see, hear or touch.
- Do not use metaphors and similes unless you include an explanation.
- Provide definitions or explanations for implied or ambiguous information such as:
 - body gestures,
 - o emotions,
 - jokes,
 - o sarcasm,
 - o metaphors and simile, and
 - facial expressions.

How it solves user need {content usable term: how it helps}

{Description of how method relates to the outcome}

[TODO: more elegantly blend this content, which is copied from two separate methods]

Many people do not understand non-literal content. For example, an individual who is autistic may not understand jokes and similes. Sometimes instructions have jokes and similes to make the content friendlier. However, this confuses the user who now cannot do her job as needed.

You can explain any non-literal language by:

- adding a simple language term in brackets next to any non-literal text such as metaphors and similes,
- providing a pop up definition, or
- using supported markup (such as personalization semantics [personalization-semantics-help-1.0]).

In non-text media, explain non-literal content as part of the media or include it in a separate file or track. See best practices.

Ensure the meaning remains clear when replacing non-literal text with literal text. Check this when providing literal text in a popup or other alternative.

Implied content can be difficult for some users because the meaning is not clear. This includes abstract content, sarcasm, or metaphors. The meaning is not clear and requires the user to have additional knowledge to understand.

When using body gestures, emotional communication, and facial expressions as the only way to communicate something, it is important to include this in another way to ensure all users understand. One way this can be done is through supplementary text.

For example, an image is used in a social media post to communicate a person's true feelings. Some individuals may not be able to understand the emotion being demonstrated by the image. They miss the point the author is trying to make without more context.

Similarly, a research study asked autistic people to watch a movie that had a lot of implied content. They were watching the actors' mouths, but information such as sarcasm is communicated by their facial expressions. When asked what happened in the movie, some missed the implied communication and the point of the dialogue.

This is how far I (Rain) was able to get in creating this initial draft.

When to use {content usable term: more details (sometimes)}

{when the method should or should not be used}

Background

W3C Resources

• {related resources}

Non-W3C Resources

• {related resources}

Accessibility Support

{short paragraph on accessibility support considerations}

Assumptions

• [assumptions]

Examples

• {list of examples, unless using sub-sections, then delete this list}

Passed {content usable term: use}

{Example Name}

```
{Use a copy of this section for each example if not using a bullet list of examples}
{explanation}
```

Failed {content usable term: avoid}

{Example Name}

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{Use a copy of this section for each example if not using a bullet list of examples}
{explanation}
```

Inapplicable

{Example Name}

{Use a copy of this section for each example if not using a bullet list of examples}

{explanation}

Tests

(do at least of of the use, and do not do any of the avoid)

Also look at tests in github versions

Get Started

{Tips or link to information for beginners in testing.}

Summary

Applicability

This outcome applies to any [element names] element that is [condition] and for which one of the following is true:

{excluded, ignored, exception}

[element]

Expectations

[detail of the expectation]

USER TESTs

User testing question

Glossary

Common words

definition

[term]

definition

Missing elements in revised method (these are in the outcomes):

Introduction

Functional categories

Critical errors