

Understanding Readability Statistics in Word

Words per Sentence

Shorter is better.

Goal: less than 15

Flesch Reading Ease

Higher score means easier to read.

Goal: 60-70

Flesch-Kincaid Grade Level

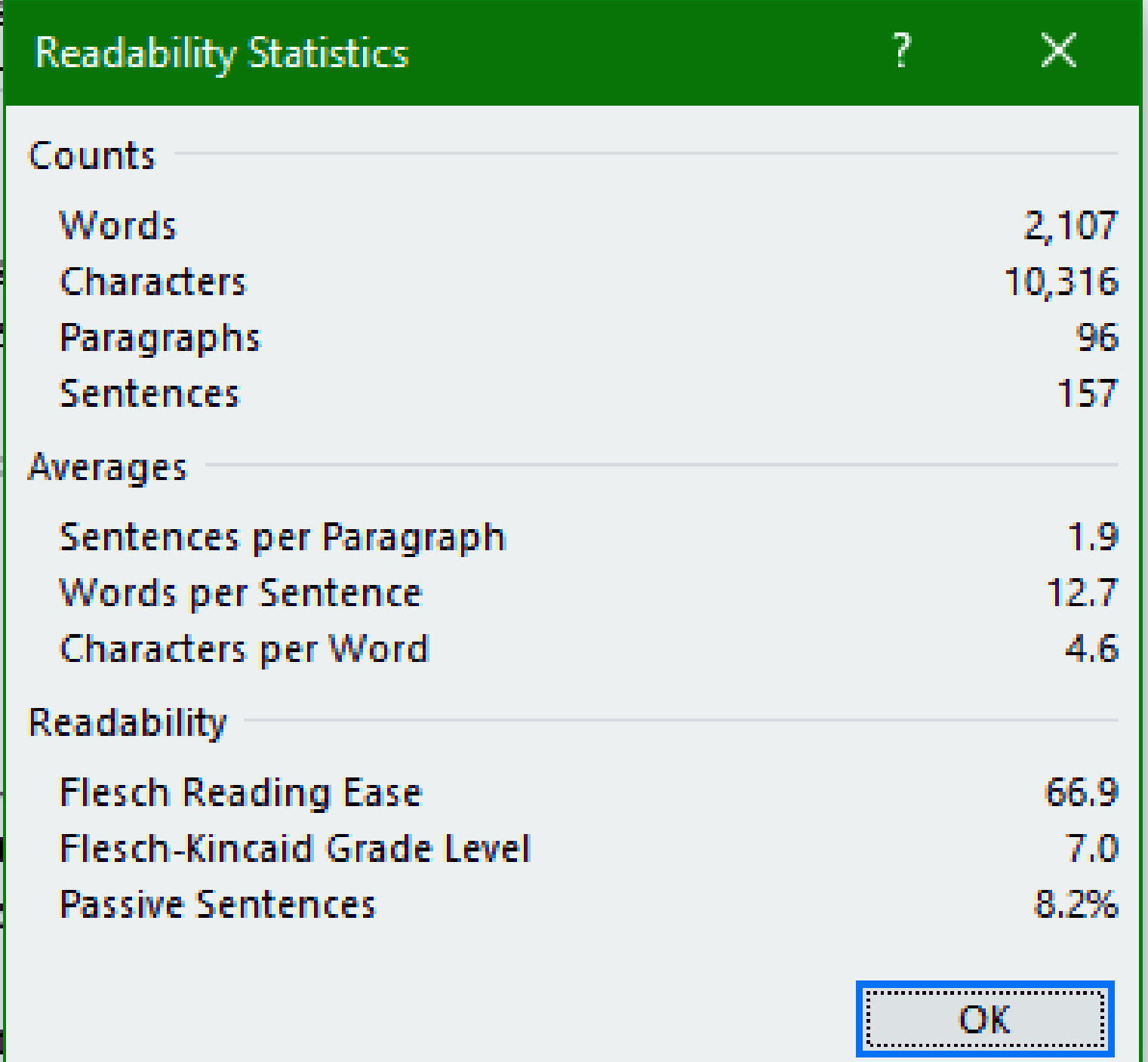
Based on US grade levels.

Goal: 5-9

Passive Sentences

Active sentences are easier to understand.

Goal: less than 15%



Counts	
Words	2,107
Characters	10,316
Paragraphs	96
Sentences	157
Averages	
Sentences per Paragraph	1.9
Words per Sentence	12.7
Characters per Word	4.6
Readability	
Flesch Reading Ease	66.9
Flesch-Kincaid Grade Level	7.0
Passive Sentences	8.2%

OK

**Ensure your
writing is
understood
the first time**