Interact

Co-funded by the European Union
Interreg

Plain Language for Interreg – an introduction

Certified training
Total duration 19 October – 13 November 2026

Plain Language for Interreg - an introduction

Certified training, 19 October – 13 November 2026

Overview

This certified training is designed to show the learners that everyone can write more plainly than they do today. It aims to explain why plainer text is better for the reader, and to motivate the learners to change to a plainer, simpler style of writing.

The focus of the training is on the guidelines and the writer can use to produce more reader-friendly text than they did before. The trainer will not focus on content, layout or the journalistic principles of writing. It will focus on how **you** can change **your** writing style.

Who is it for?

The training is aimed at Interreg staff who are interested in changing their writing style. They want to write plainly and simply, to make their texts more reader-friendly than they are today.

Plainer text is clearly helpful to the reader. But it is also a bonus for the writer – and why is this so?

Because if you write plainly and clearly, your reader has a greater chance of understanding your text at first read. Understanding makes it easier for your reader to remember what you are telling them – and to take the action you want them to take once they have read your text.

What can I learn?

By the end of the training, learners will have been provided with many guidelines and tips for making the change to a plainer writing style. They will have had the chance to practise using these guidelines and tips on their own and together with other learners. Their trainer will also give them feedback on the task that the individual learner delivers as part of their training. In other words, they will have resources at hand to begin writing in a more reader-friendly style than they did before the training.

How long does the training take?

It typically takes 10 hours (within 1 month) to complete all the components of the *Plain Language for Interreg – An Introduction* Certified Training.

How do I get my certificate?

We issue your certificate when you have successfully completed all the mandatory components of the training.

Training structure

Plain Language for Interreg - an introduction

Certified training, 19 October – 13 November 2026

Type of component	Title	Time	Status
Online meeting	Introductory meeting	19 October 2026, 09:00 – 10:00 CET	Mandatory
Self-paced learning	Plain Language in Interreg – an introduction	19 October – 6 November 2026	Mandatory
Knowledge verification	Individual written task	19 October – 6 November 2026	Mandatory
Online training	Applying the Plain Language guidelines	13 November 2026, 09:00 – 12:00 CET	Mandatory
Training Evaluation	Student feedback	until 13 November 2026	Optional*

* but important for our team

Online training agenda

Thursday, 13 November 2026

08.45 – 09.00	Check-in to virtual meeting room and test your IT settings
09.00 – 10.30	**Welcome and revisiting what you have learned** • Kick-off activity • Your experience of completing the online course • Testing what you have learned • General feedback to the group on results of written task
10:30 – 10:45	Comfort break
10.45 – 11.30	**Using your knowledge and experience of Plain Language** • Editing texts • Discussing the process and the result
11:30 – 12:00	**Feedback, wrap up and thank you**