



Technical Lists

Lists are used frequently in science and engineering to present information clearly and efficiently without requiring sentences and paragraphs. Here are a few things you must know to make good lists.

RULE 1: Items in a list should be as grammatically parallel as possible (i.e., have the same or similar grammar).

Good Parallelism

1. Establish your goal.
2. Clarify your message.
3. Craft your language.
4. Design your slides.

Bad Parallelism

1. goal establishment
2. Clarifying your message
3. Craft the language.
4. Slide Designing

Good Parallelism: My favorite activities are reading scholarly books, meeting interesting people, and exploring new ideas.

Bad Parallelism: The top university students in nearly every country have clear goals, are using their time wisely, and they have been keeping their minds and bodies healthy with nutritious foods.

RULE 2: Use numbered lists if the order of the items is important, and bulleted lists if the order is not.

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|--------------|--------------|
| 1. Freshman | • Java |
| 2. Sophomore | • Javascript |
| 3. Junior | • SQL |
| 4. Senior | • C# |