Introduction to easy language DE/FR/IT

What is easy language, why is it important and how can it benefit language professionals?

As the name suggests, easy language is a variety of natural language that is significantly clearer than standard language. Easy language holds great social significance, as it makes communication more accessible for people with cognitive impairments. Furthermore, easy language makes it easier for organisations to comply with legal accessibility requirements. Participants learn about the fundamentals of accessible communication as well as the latest research findings and the primary target groups of easy language. A special focus is placed on the challenges posed by this language variety. The course includes practical examples and an exercise component.

At a glance

Certification	Course confirmation
Start	12 September 2025
Duration	5 lessons – 2 afternoons
Venue	Online – Teams
Languages of instruction	- Theory: English (2 lessons) / language-specific DE/FR/IT (1 lesson) - Practical exercises: in the respective languages DE/FR/IT (2 lessons)

Objectives and content

Target audience	This continuing education course is aimed at translators and editors who are looking to develop their knowledge in the field of text simplification and leverage the potential offered by this additional skill with a view to expanding their service offering.

Areas of expertise	Participants develop their expertise in the following areas during the course: 1. **Theoretical foundations**: participants learn about the principles and rules of easy language, including the associated linguistic, media and conceptual requirements. 2. **Legal and ethical aspects**: participants gain an understanding of the legal requirements and ethical considerations that go hand in hand with accessible communication. 3. **Text analysis and evaluation**: participants are trained to analyse existing texts written in easy language and evaluate their readability. 4. **Writing skills**: participants practice translating complex information into easy language to create texts that are as readable and understandable as possible. 5. **Target audience adaptation**: participants acquire the ability to tailor texts to the specific needs of the target audience of easy language. 6. **Practical application**: participants learn how to put theory into practice and translate authentic texts into easy language by completing practical exercises and case studies. 7. **Quality assurance**: participants are taught the quality assurance processes for texts written in easy language.
Objectives	In addition to developing participants' expertise in the aforementioned areas, this continuing education course pursues several key objectives: 1. **Promoting inclusion**: the course aims to raise participants' awareness of the issues relating to accessible communication and the needs of the target audiences of easy language. 2. **Reflecting on text comprehensibility**: a key objective is to enhance participants' ability to communicate complex information in a clear and comprehensible manner. 3. **Complying with legal requirements**: the course helps participants in meeting legal requirements pertaining to accessibility. 4. **Fostering social responsibility**: the course raises participants' awareness of the importance of social

responsibility and demonstrates how they can make a positive contribution to ensuring an inclusive society through the use of easy language.

Content	**Theory:**

- General
- Theoretical foundations: introduction to the continuum of *easy language – plain language – standard language*
- Swiss context
- Target groups
- Rule sets and translation strategies
- Translation workflow
- Quality assurance and revision
- Automatic text simplification and AI tools

Practice:

- Deepening of theoretical knowledge and rules for each language (DE/FR/IT)
- Examples/exercises/tools
- Translation task
- Feedback and discussion

Method	Theoretical introductions (3 lessons) and practical implementation (2 lessons).
	Active participation is expected, as students will work as part of small groups in the respective languages.

More details on the course schedule	Friday, 12 September 2025

- Lesson 1: 2 p.m. to 2.45 p.m.: general theory in English
- Lesson 2: 2.50 p.m. to 3.35 p.m.: general theory in English
- Lesson 3: 3.45 p.m. to 4.30 p.m.: language-specific theory in FR/IT/DE and presentation of a practical assignment that participants are to prepare for the coming week.

Friday, 19 September 2025

- Lessons 4+5: 2 p.m. to 3.30 p.m.: discussion of the assignment, feedback, strategies (FR/IT/DE)

The course is held online via MS Teams and the theoretical component is recorded. The recording will be made available to the participants together with the presentation for a limited period after the course is completed.

Lecturers	Luisa Carrer (theory and practice in IT)
	Alexa Lintner (theory and practice in DE)
	France Santi (practice in FR)

Start dates and registration

Start: Friday, 12 September 2025

Application deadline: Friday, 8 August 2025