

Offensive Language Audit

Why should I complete the Offensive Language Self-Awareness Audit?

Language holds the power to unite us, divide us, and make your audience feel accepted or rejected. Language can build a strong understanding when used correctly. Historically, language has been used to hurt people and language has been used to exclude people.

We can do better. We can use language that is inclusive and treats everyone with respect.

How to use the Offensive Language Audit

Step 1: As you read each word/phrase consider the language you use and hear in your community and in the media. Your community consists of your home, neighborhood, school, and online platforms. Media may consist of TV, Movies, Books, Music & the News.

Step 2: Read the "Why I should avoid using this phrase" and decide whether you disagree or disagree.

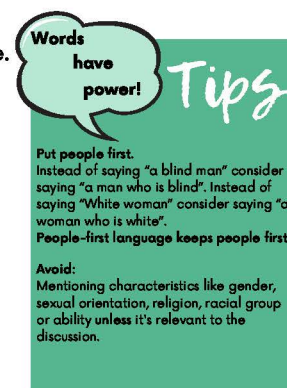
Step 3: Review the "Suggestions for replacement". Create your own suggestions for replacement

Step 4: Complete the Self-Reflection Questions

Step 5: Encourage a family member or friend to complete the Offensive Language Audit.

Make a P.A.C.T

- **P is for Plan.** Identify 1 word/phrase you want to stop using.
- **A is for Action.** Find inclusive replacement words/phrases to use instead of offensive language.
- **C is for Consistency.** You've taken your first step. Now take the next. Remind yourself why you're doing this and looking up at the big picture goal—but keep the majority of your focus on the day-to-day steps.
- **T is for Time.** The fourth and final step in the PACT process is Time. You must let time unfold. Change won't happen overnight. Keep working towards your goal!



Words have power! Tips

Put people first.
Instead of saying "a blind man" consider saying "a man who is blind". Instead of saying "White woman" consider saying "a woman who is white".
People-first language keeps people first.

Avoid:
Mentioning characteristics like gender, sexual orientation, religion, racial group or ability unless it's relevant to the discussion.

