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# ReachDeck email to Comms team:

Hello,

As you probably know, we’re using software called [ReachDeck](https://www.texthelp.com/products/reachdeck/) to improve and maintain accessibility and inclusion company-wide.

We’ve actually been using the [ReachDeck Auditor](https://www.texthelp.com/products/reachdeck/reachdeck-auditor/) to complete website audits. It allows us to scan our site for accessibility errors. And it also highlights content that might be hard for everyone to understand.

Our most recent audit flagged up some accessibility issues that we're going to work through. But, it also highlighted some readability "barriers" that I was hoping you could take a look at?

The readability barriers it scans for includes the use of jargon words, long sentences, or content that’s of a high reading age. As you’re an expert with words, I thought you’d be the best person to fix these.

I’ve attached a copy of the report, if you wouldn’t mind reviewing it?

You’ll notice it’s split into four sections:

1. Pages with the lowest readability
2. Pages with the oldest reading age
3. Pages with the most jargon words
4. Pages with the most long sentences

Each will have a rating - red, amber and green. It would be great if you could review each section with an **amber or red rating**. The notes in the report explain the reason for the rating along with advice on how to improve it. The URLs are also clickable, so it’s easy to review the content.

If it helps, I know we have access to the [ReachDeck Editor](https://reachdeck-editor.texthelp.com/editor). It’s an online editor that highlights jargon words, long sentences and words with a high reading age. So if you copy and paste the content from the web pages into it, it’ll let you easily find and fix the errors.

If you’d like we can run through this together? Just let me know when you have some free time.

Thanks for your help!