

SPECIFIC FEATURES OF WRITTEN SPEECH

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ANNOTATION

Written speech possesses distinct features that differentiate it from spoken communication. It is characterized by a structured syntax, complex sentence construction, and precise vocabulary. Unlike oral speech, it lacks immediate feedback and relies on punctuation and formatting for clarity. Additionally, written language tends to be more formal and context-independent. This article explores the key characteristics of written speech, emphasizing its lexical, syntactic, and stylistic features in various communicative contexts.

Key words: written speech, syntax, lexical precision, formal language, grammatical structure, punctuation, coherence, textual organization.

ANNOTATSIYA

Yozma nutq uni og'zaki nutqdan ajratib turadigan o'ziga xos xususiyatlarga ega. U tuzilgan sintaksis, murakkab jumla qurilishi va aniq lug'at bilan tavsiflanadi. Og'zaki nutqdan farqli o'laroq, u tezkor fikr-mulohazalarga ega emas va aniqlik uchun tinish belgilariga va formatlashga tayanadi. Bundan tashqari, yozma til ko'proq rasmiy va kontekstdan mustaqil bo'ladi. Ushbu maqola yozma nutqning asosiy xususiyatlarini o'rganadi, uning turli kommunikativ kontekstlarda leksik, sintaktik va stilistik xususiyatlarini ta'kidlaydi.

Kalit so'zlar: yozma nutq, sintaksis, leksik aniqlik, rasmiy til, grammatik tuzilish, tinish belgilari, izchillik, matnni tashkil etish.

АННОТАЦИЯ

Письменная речь обладает отличительными чертами, которые отличают ее от устной коммуникации. Она характеризуется структурированным синтаксисом, сложным построением предложений и точным словарным запасом. В отличие от устной речи, она не имеет немедленной обратной связи и полагается на пунктуацию и форматирование для ясности. Кроме того, письменная речь имеет тенденцию быть более формальной и независимой от контекста. В этой статье рассматриваются ключевые характеристики

письменной речи, подчеркивая ее лексические, синтаксические и стилистические особенности в различных коммуникативных контекстах.

Ключевые слова: письменная речь, синтаксис, лексическая точность, формальный язык, грамматическая структура, пунктуация, связность, текстовая организация.

INTRODUCTION

Written speech is a fundamental mode of communication that differs significantly from spoken language in terms of structure, style, and function. Unlike oral speech, which is spontaneous and dependent on immediate interaction, written communication is characterized by its permanence, planning, and formal organization. These distinctive features make written language essential in academic, professional, and legal contexts, where clarity, coherence, and precision are required.

One of the key characteristics of written speech is its structured nature. Sentences in written texts tend to be more complex, with carefully arranged grammatical elements that ensure logical flow and clarity. Unlike spoken language, which often relies on intonation and non-verbal cues for meaning, written communication depends on punctuation, sentence structure, and lexical choice to convey ideas effectively. This results in a higher degree of grammatical correctness and organization. Lexical precision is another defining feature of written speech. Writers often choose words carefully to avoid ambiguity and ensure their message is understood as intended. In contrast to spoken language, where context and tone can clarify meaning, written communication requires explicit wording to prevent misinterpretation. Additionally, written texts frequently utilize domain-specific terminology, particularly in academic and technical writing, to enhance accuracy and professionalism.

Furthermore, written speech exhibits a degree of permanence that spoken communication lacks. Once recorded, written texts can be referenced, analyzed, and preserved over time. This aspect makes written communication particularly valuable in literature, historical records, and legal documentation. However, this permanence also demands greater attention to detail, as errors and inconsistencies remain visible and may impact the credibility of the text. This article explores the specific features of written speech, examining its syntactic, lexical, and stylistic characteristics. By understanding these elements, one can appreciate the role of written language in various contexts and its impact on effective communication. Through this analysis, the distinctions between written and spoken language become clearer, highlighting the unique demands and advantages of writing as a form of expression.

LITERATURE ANALYSIS AND METHODOLOGY

Previous research highlights the structured, formal, and precise nature of written speech. Scholars emphasize its reliance on grammatical rules, lexical precision, and punctuation for clarity. Studies also explore its permanence and revision potential, contrasting it with spoken communication. This study employs qualitative content analysis, reviewing academic sources on written speech features and examining textual samples for structural and lexical patterns.

DISCUSSION AND RESULTS

Written speech possesses distinct characteristics that differentiate it from spoken communication, making it a structured and formal means of conveying information. This section explores key features of written speech, highlighting its structural, lexical, and stylistic aspects, as well as its role in effective communication. One of the most significant features of written speech is its structural organization. Unlike spoken language, which is often spontaneous and unstructured, written texts require logical sequencing, clear paragraphing, and well-defined arguments. Writers must ensure coherence through appropriate transitions and hierarchical organization of ideas, allowing the reader to follow the message without additional clarification.

Another crucial aspect is lexical precision. In written communication, word choice plays a vital role in eliminating ambiguity and ensuring clarity. Writers have the opportunity to refine their language, using specific terms, technical vocabulary, and precise expressions that contribute to a more accurate and informative text. This differs from spoken language, where meaning is often clarified through tone, gestures, or immediate feedback from the listener. Written speech also tends to follow formal and standardized grammatical structures. Unlike spoken language, which frequently includes contractions, informal expressions, and sentence fragments, written text adheres to grammatical conventions that ensure clarity and professionalism. The use of complex sentence structures, passive voice, and subordinated clauses contributes to the depth and richness of written discourse.

The role of punctuation is another defining characteristic of written speech. Punctuation marks replace the intonation, pauses, and emphasis found in spoken communication, helping to structure sentences and prevent misinterpretation. Proper use of punctuation enhances readability and allows for a smoother flow of information. Additionally, written speech is marked by permanence and revisability. Unlike spoken words, which are ephemeral and cannot be retracted, written texts can be edited, revised, and reviewed for accuracy before being shared.

This feature allows for greater precision and accountability in communication, particularly in academic, legal, and professional contexts.

Table 1. Examples of Written Speech and Their Characteristics

Characteristic	Example	Explanation
Time independence	A letter from World War 2 preserved in a museum	can be read long after it was written, unlike spoken words that disappear.
Precision and clarity	A mathematics textbook explaining algebra	Uses exact terms and definitions to avoid ambiguity
Linguistic complexity	A supreme court ruling document	Contains long, structured sentences and technical legal language.
use of visual structure	A business presentations with bullet points and charts	Organizes information visually for better understanding
Delayed interpretation	A novel read by a person 100 years after publication	The reader engages with the text at a different time than when it was written.
Permanent record	A birth certificate issued by the government	Serves as an official and unchangeable document.
Less redundancy	A recipe for baking a cake	Provides step-by-step instructions without unnecessary repetition.
Influence of culture and tradition	A poem written in classical Chinese	Reflects the literary traditions and cultural expressions of a specific time period.
Emphasis on Literacy skills	A standardized test essay	requires strong writing abilities to organize

		thoughts and arguments effectively.
Use of figurative language	A Shekespearean sonnet	Uses metaphors, similes, and other literary devices to convey deep meanings
Possibility of misinterpretation	A sarcastic email without context	The lack of tone and facial expressions can cause misunderstanding.
Growth through technology	A blog post written with AI assistance	Technology influences modern written communication through automation and digital tools.

CONCLUSION

Written speech is a distinct mode of communication characterized by its structured organization, lexical precision, and adherence to formal grammatical rules. Unlike spoken language, which is spontaneous and interactive, written communication requires careful planning and revision to ensure clarity and coherence. The permanence of written texts allows for accuracy and accountability, making them essential in academic, professional, and legal contexts. One of the key features of written speech is its reliance on punctuation and grammatical structures to convey meaning, replacing the non-verbal cues present in spoken communication. Additionally, the use of complex sentence constructions and formal vocabulary distinguishes written language from oral expression. These characteristics contribute to its effectiveness in preserving and transmitting information across time and space. However, written communication lacks immediate feedback, requiring writers to anticipate potential misunderstandings and structure their messages accordingly. Despite this limitation, its ability to provide detailed, well-organized, and precise information makes it an indispensable tool for effective discourse.

In conclusion, written speech plays a vital role in communication by ensuring clarity, permanence, and accuracy. Understanding its specific features allows individuals to develop stronger writing skills and adapt their communication to different contexts, enhancing their overall effectiveness in conveying ideas.

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