

THE  
STYLE  
BOOK

OF

The New York Times

1933

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OF  
The New York Times

ERRATUM - PAGES 18 AND 23

The last line on page 18, reading  
"dragomans, etc." should be trans-  
ferred to the bottom of page 23.  
Its proper place is under the cap-  
tion "Odd Plurals."

I 9 3 3

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## FOREWORD

This Style Book is intended for the use of all engaged in the making of the news columns of THE NEW YORK TIMES. Obviously it cannot provide a solution for every problem of usage that arises, and so the judgment of "similar cases" must be applied. That is to say, where capitalization is employed in one character of terms, all similar terms should be treated in like manner. For example, when the name of one court is capitalized, the names of all courts should go up. There are, of course, exceptions; but these are usually easily remembered, as in the case of the term "magistrate's court," called so because presided over by a magistrate—just as a higher court might be termed a judge's court. Thus we capitalize City (or County) Court, Court of General Sessions, Court of Appeals (or Appellate Court), Supreme Court, but not Federal court, since that term comprehends courts of varying names.

In the case of a department or bureau, the title of its chief would be capitalized, those of his subordinates lower-case. An example is that of Sheriff and deputy sheriff. When a title is lower-case in one usage it is so in other ordinary relations, as a captain of police, in the army, in sports, in politics, &c.; a lieutenant of police, in the navy, or the aide of another person, &c.

In such an infinity of style matters the book can only ask for the application of an intelligence based on experience and observation, though it covers many matters wherein doubts most frequently arise. It should at all times be referred to in preference to the files of the paper, as in the rush of "going to press" matter set contrary to style will very often appear in the printed page.

Accents, when called for in copy, are frequently misplaced by writer or copy reader, and if followed are likely to turn a phrase into an absurdity. The list of foreign words on page 30 should be of considerable help in avoidance of many such blunders. When an operator knows that the use of an accent would be correct, he is justified in supplying it if not in his copy, just as he is expected to use intelligence in other directions; but he must be certain and not "guess." Accents can be used only in news faces larger than agate, and only these characters are available, the first four in all the vowels:

à á â ã ä å ã ã ã ã ã ã ã ã

As explained in paragraph 178, agate accents must not be used, but for special purposes of demonstration they have been procured for some of the agate matter in this book.

The subject of punctuation, covered in many paragraphs beginning at 163, is matter for study, not reference. There is no time for comparisons. One should be prepared on the instant to make the necessary decision as to whether or not a point should be used at any particular place. The ability to do this becomes a sense in itself through constant analysis of practical examples. It is actually a manifestation of silent elocution, and in time becomes almost a habit of thought.

As is customary in all work of this sort, changes of treatment or spelling, &c., may from time to time be ordered, and it is earnestly desired that these changes be copied into the Style Book as they are posted.

The style does not apply to paid advertisements, where copy is strictly followed, unless palpably incorrect. All doubtful points in advertising must be referred to the head of the department.

On pages 37 to 63 will be found sample settings of practically all the "form" matter appearing in the different departments of the paper. Adhere strictly to this setting unless otherwise ordered.

Any deviation from style must come as a direct order—posted or oral. Refer to head of room any deviation from style in special matter of any kind. Editorial matter is in a class by itself, and in it the style is not to be followed absolutely if the writer deviates from it. The head of the room or the final reader of such matter will decide what should be done.



## GENERAL STYLE.

An effort has been made to get the essentials of our capitalization and general style skeletonized in the following pages, and they should be carefully studied at leisure.

1. Set **THE NEW YORK TIMES**, **THE TIMES** (this paper) in caps and small caps, but **not** **The New York Times Company** (or **Building**, or **Annex**) or any other adjective form. The following are the various credit lines used:

Special to **THE NEW YORK TIMES**.

Special Cable to **THE NEW YORK TIMES**.

By Cable to the Editor of **THE NEW YORK TIMES**.

Special Correspondence, **THE NEW YORK TIMES**.

By Telephone to **THE NEW YORK TIMES**.

Wireless to **THE NEW YORK TIMES**.

Navy Wireless to **THE NEW YORK TIMES**.

Via Tropical Radio to **THE NEW YORK TIMES**.

By Air Mail to **THE NEW YORK TIMES**.

Editorial Correspondence, **THE NEW YORK TIMES**.

"By-lines" in boldface caps, thus:

**By ARTHUR KROCK.**

2. Spell out streets, avenues, wards, &c., up to 100th and capitalize street, avenue, &c., when preceded by name or number. **Do not** use the symbol No. before a house number, except written thus: "They rented 510 Broadway, but No. 514 is still vacant."
3. Abbreviate months only when preceding date.
4. **Do not** contract Christian names; use initial when in doubt.
5. Set name of city in telegraphic date line in caps; lower-case when shoulder date, or small caps under by-line. See also 95, 171.
6. Omit "No." before numbers: Public School 4, Hook and Ladder 14, Munn Lodge, 190, and in all similar cases.
7. Indent paragraphs 2 ems in double-column measure or wider.
8. Omit comma before Sr., Jr. or 3d in personal names: John Smith Jr.; also in names of animals or boats before II, III, &c.
9. Capitalize titles of heads of departments, as Police Commissioner, Health Commissioner, &c.
10. Capitalize the seasons, but lower-case spring-time, autumnal, summery, midwinter, &c.
11. Capitalize the principal words in side heads.
12. **Lower-case** when standing alone:

academy	bureau	committee
administration	canal	consul
administrator	cashier	consul general
aldermanic	chair	consular agent
ambassadorial	channel*	consulate
ambassadorship	church	continent*
archipelago	city*	convention
assignee	civil service	court
association*	clearing house	court house
avenue	code	creek
bar association	commercial	cross (military)
bay	attaché	cup
board (of directors	commission	custom (never
or trustees)	commissioner	customs) house
bridge		

\*In occasional instances, noted elsewhere, the words starred are treated differently.

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*Complete Index  
begins on Page 69*

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## 12. Lower-case when standing alone (continued):

department	legation	republic*
director	line	river
embassy	magistrate	road
empire*	master	squadron
executor	medal	strait
exposition	military attaché	street*
federation	museum	station (naval)
ferry	naval attaché	surrogate
fleet (naval)	navy yard	teller
government*	parish†	treasury*
guardian	park	trophy
harbor	parliamentary	trustee
inspector	(law, legislative)	university
island	pier	valley
judge	place	victrola
kingdom*	receiver	referee

\*In occasional instances, noted elsewhere, the words starred are treated differently.

†Louisiana political divisions are designated parishes, as counties in other States. Capitalize with a name, as Iberia Parish, &c.

13. Capitalize principal words in titles of books, plays, songs (except old English), and operas (in the titles of foreign plays, songs, operas, follow copy); hymns, lectures, pictures, &c.

14. Lower-case titles of officers of banks, clubs, companies, corporations, social or athletic organizations, &c., except when preceding names without a comma intervening—President Jones; T. Jones was elected president; president, T. Jones. Titles of officers of fraternal bodies should be capitalized when they are names not common to organizations of a business character, as Master, Exalted Ruler, Noble Grand, Shepherd, Grand Sachem, &c.

15. Do not capitalize Third Avenue surface line, Sixth Avenue elevated railroad, Ninth Avenue line, subways, &c.

16. Do not capitalize the names of trusts—steel trust, sugar trust, &c.; but company with name, as Manhattan Trust Company.

17. Capitalize nouns in the plural that would be capitalized in the singular, as Reading and Erie Railroads, Atlantic and Pacific Oceans.

18. Do not capitalize the following words:

brussels/ lace,	nelson (wrestling)	simon pure
carpet	paris green	street arab
chinaware	plaster of paris	titanic
derby hat	potter's field	utopian
god/send, -speed	quixotic	victoria
herculean	saturnalia	wilton carpet

19. Words which should be capitalized when standing alone only when having the meaning here specified; otherwise lower-case:

Army, the Salvation Army.  
Association (football).  
Bank (Bank of England).  
Boardwalk (Atlantic City, Coney Island, &c.).  
Channel, English.  
City, meaning the financial district of London.  
Commonwealth, a State.  
Concession (the French Concession in Shanghai, China).  
Corridor (Polish Corridor).  
Crown, referring to the sovereign of a country.  
Declaration (of Independence). Also Balfour Declaration.  
District, the District of Columbia.  
Doctrine, the Monroe Doctrine.  
Dominion, Canada. Not dominions (British, &c.).  
Exchequer (British).  
Falls, Niagara.  
Farewell Address (Washington's).  
Fatherland (Germany).

Garden, Madison Square Garden.  
Gettysburg Address.  
Guild (theatre and society).  
Gulf (of Mexico).  
International Settlement, Shanghai, China.  
Isthmus (of Panama).  
Junkers (of Germany, or used as the name of a party or faction).  
Legion, American Legion or French Foreign Legion.  
Opera House, the Metropolitan.  
Power, a country (in editorial articles only).  
Presidency, President (of this or any other country).  
Provinces (of Canada).  
Republic (only when meaning the United States).  
Rugby (football).  
Scout(s) (Boy or Girl).  
Settlement (International Settlement in Shanghai, China), also institutional, as Henry Street Settlement.  
Sound, Long Island.  
Steel Corporation, referring to the United States Steel Corporation.  
Street, referring to Wall Street as the financial centre.  
Throne (in the phrase "speech from the Throne").  
Treasury (U. S. department).  
Tribunal (The Hague).  
Union, the United States or the Union of South Africa.  
World Bank (lower-case bank when standing alone).  
World Court (lower-case court standing alone).

## GENERAL CAPITALIZATION.

### GEOGRAPHICAL.

20. Capitalize Antipodes when specifically referring to Australia and New Zealand, not otherwise, and not antipodean. Arctic Circle, Arctic basin (but Charles River Basin [Boston], Tidal Basin [D. C.], Kane Basin [Arctic region]), North Pole, the Pole (not arctics, polar regions, pole star, &c.), Tropic of Cancer (the tropics), North Temperate Zone (not temperate zone), Barrier (Great Ice Barrier), &c.

21. Capitalize New World, Old World, Western Hemisphere, American Continent, Dark Continent (Africa); also sections of this country, as North, South, East, West, Northwest, Southwest, &c., but lower-case when simply denoting direction or compass points; Continent, standing alone, meaning the Continent of Europe. The Middle States, the Middle West, Midwest; the Confederate States.

22. Capitalize in such cases as Northern New York, Southern Brazil, the Northwestern States, &c.

23. Capitalize North Shore, South Shore (L. I.); Down East (New England); Pacific/ Coast, Slope; West Coast, the Coast; Far East (Orient), Near East, West or Western (Occident), Far West; also Oriental, Occidental, in a geographical sense; but lower-case coast referring to a shoreline, also orient, orientation, to find one's situation.

24. Capitalize when with name, thus: New York City, City of New York (this city only), Kings County, county of New York; Hudson River, French Republic (the republic); the Kingdom of Sweden (the kingdom); Hudson Bay.<sup>1</sup>

<sup>1</sup> The confusion over the use or non-use of the 's is due to the fact that this body of water was originally named Hudson's Bay, and the trading company was chartered under that name by Charles II. The company still retains the 's, but practically universal usage has now dropped it in the designation of the water and country.

25. Capitalize distinctive names of localities in cities, as West End, London; Tenderloin, Swamp, Heights (New York and Brooklyn); Back Bay, Beacon Hill, North or South Station (Boston); South Side, the Loop, the Stock Yards (Chicago); Corn Belt, Cotton Belt (**but** corn and wheat belts); East and West Side (New York City), **but not** ghetto.

26. Set: Great Lakes, lower lake region, the upper Mississippi Valley, the Delaware Capes (the Capes), Eastern Shore (Maryland), Lower or Upper Nile, Upper Silesia, &c. **Lower-case** upper bay, lower bay.

### GEOGRAPHICAL NAMES.<sup>1</sup>

Alleghany County, N. Y.; Md.	Guadeloupe (W.I.)	Peiping <sup>5</sup>
Alleghany County, Va.	Guttenberg, N. J.	Peshawar
Alleghany Mtns.	Haiti/, -an	Plattsburg, N. Y.
Allegheny-county, river and city, Pa.	Haitien (Cape)	Pompei/i, -an
Argentina (when used as name of the country with out the word "Republic")	Hawaii(an)	Port au Prince
Argentina (the ad-jectival form—an Argentine prod-uct, Argentine wheat, &c.)	Hoosac Tunnel	Port Chester, N.Y.
Baghdad	Hoosick Falls	Pribilof Islands
Baireuth, Bavaria	Iraq	Princes Bay, S. I.
Barbados	Istanbul <sup>2</sup>	Puerto Rico <sup>6</sup>
Basle, Switzerland	Jekyl Island	Robbins Reef, N.Y.
Bay Shore, L. I.	Kanchenjunga	Romer Shoals
Bedloe's Island, N. Y.	Kearny, N. J.	Rumania
Beirut, Syria	Khartum	Sacketts Harbor
Bering Sea, &c.	Kill van Kull	Sakhalin
Bosporus	Kingsbridge, N. Y.	Saloniki
Brae Burn	Korea	Sands Point, L. I.
Bretton Woods	Kuomintang (Chi-nese political party)	Santo Domingo
Brewster, N. Y.	La Guayra	Sao Paulo
Bridgehampton, L. I.	Leipzig	Sarajevo
Budapest	Leningrad <sup>3</sup>	Saar
Buenos Aires	Luxemburg (a country)	Scarborough
Cape Town	Luxembourg, Gar-dens and Mu-seum (Paris)	Seabright, N. J.
Caribbean Sea	Macombs Dam, N. Y.	Sea Gate, L. I.
Chile	Mainz	Sea Girt, N. J.
Danzig	Manchukuo	Serbia
Davids Island, N. Y.	Matamoros, Texas	Siasanset
Dobbs Ferry, N.Y.	Matamoros, (Mex.)	Slesvig
East Chester, N.Y.	Matawan, N. J.	Spitsbergen
EastHampton, L.I.	Matewan, W. Va.	Spuynen Duyvlt
Estonia	Mattawan, Mich.	St. Andrews, Scot-land
Fishers Island	Matteawan, N. Y.	St. Andrew's, Westchester
Fort Monroe, Va. (the fort)	Mattinnecock Light	St. John, N. B.
Fortress Monroe, Va. (the town)	Mexico, D. F. <sup>4</sup>	St. John's, N. F.
Glens Falls, N. Y.	Millburn, N. J.	Straits Settlements
Governors Island, N. Y.	Monterey (U.S.)	Strasbourg
Guadalupe (Mex.)	Monterrey (Mex.)	The Hague
	Mount Clemens, Mich.	Throgs Neck
	Muscle Shoals, Ala.	Tibet
	Newburgh, N. Y.	Tokyo
	Newcastle, Eng-land	Trieste
	Newfoundland	Tyrol (not the Tyrol)
	Nuremberg	Unalaska
	Paterson, N. J.	Vladivostok
	Patterson, N. Y.	Westhampton, L.I.
		Wilkes-Barre
		Wilets Point, N.Y.
		Woods Hole
		Westchester, N. Y.
		West Chester, Pa.
		Yangtse

<sup>1</sup> See also 78.

<sup>2</sup> Istanbul is the former Constantinople.

<sup>3</sup> Originally St. Petersburg, was changed at the beginning of the World War to Petrograd; it is now Lenin-grad.

<sup>4</sup> Formerly Mexico City.

<sup>5</sup> Peiping was formerly Peking.

<sup>6</sup> Formerly Porto Rico.

(These changes must be conformed to in news matter relating to these place names. All of them have been officially promulgated. But in articles based on historical periods during which the old names flourished they should not be modernized if writers use the old forms.)

### GOVERNMENTAL, LEGISLATIVE, POLITICAL, &c.

27. Capitalize government only with its national title, as United States (or Federal) Govern-ment, British Government, &c., but not of a personal or political entity, as the MacDonald government, the Labor government, the Re-publican government. Also capitalize State and Territory (of U. S.), **but not** state dinner, affairs of state, state papers. Governments are generally mentioned in the singular, as "the United States is" (**but** "these United States are"); officially, "the British Govern-ment are."

28. Capitalize titles of rulers and elective and appointive officers of city, county, State and nation, both with the name and standing alone, except where otherwise specified; for instance, **do not capitalize** titles of election officers, constable, deputy sheriff, standing alone; also **lower-case** judiciary.

29. Capitalize the distinctive name of a legisla-tive body, collateral organizations, their offi-cials, members, derivative terms, &c. (note exceptions):

Acting Governor	House of Lords (the Lords)
Alderman	Legislature
Ambassador	Mayor/, -alty
Assembly/man	Member of Parliament <sup>1</sup>
Borough President	Minister/ without portfolio
Cabinet (governmental ad-visory body)	Ministry
Centre, Left, Right (politi-cal divisions; sometimes with the added Extreme)	Ministerial (referring to government advisory offi-cers)
Chamber of Deputies (the Chamber)	national government
Chief Justice (U. S.)	Opposition (political party in a foreign country)
Chief Magistrate (U. S. or a foreign country)	Parliament ( <b>but</b> parlia-mentary)
Common Council (or the Councils)	Premier
Congress/, -ional, -man	President/t. -cy, -tial
Cortes	President of the Board of Aldermen
Delegate (from a Territory)	President pro tem
Diet	Provisional Government ( <i>the</i> ; but lower-case if a)
Electoral College	Reconstruction Finance Cor-poration (or R. F. C.)
Executive (the; head of a government)	Representative (member of Congress)
Federal Government	Revised Statutes
Federal Reserve/, Bank(s), Board(s), System	Senat/e, -or/, -ial
French/ Government, Re-public	Speaker (presiding officer of the House, Assembly, House of Commons [England], &c.)
Governor (State, Federal Reserve System)	State government
Government of the United States	Treasury (the U. S., State)
Gubernatorial	Under-Secretary of State
House of Commons (the Commons)	Vice Presiden/t, -cy
	Wilson administration

30. Legislative bodies and political divisions:

Assembly district	lower body
Congressional district	both houses, lower house
district (the)	Second Congressional Dis-trict
First district	Senate Chamber (chamber)
House (the)	Seventieth Congress
(House of Representatives or State Legislature)	Third Assembly District

<sup>1</sup> Although Parliament is made up of the House of Commons and the House of Lords, the members are dis-tinctively designated as Commons and Peers. An out-standing personality in the Commons, however, may be referred to as The Commoner, to distinguish him among the general body—Gladstone an example as the Great Commoner—and this reservation has brought the term "member" into more general use. But the word should be capitalized only when the full title is given—Member of Parliament. Does not apply to a member of Congress.

31. Capitalize departments of the national and State governments, and any particular bureau of a department. Also capitalize the head of such department and bureau when given in full.

32. Capitalize Republican National Committee, Kings County Democratic Executive Committee, Democratic State Committee, &c., and any Congressional or legislative standing committee when the full name is given, **but not** national committee, State committee, committee of the whole or such committees as Hofstadter legislative committee, Senate committee, &c. **Do not capitalize** committees of companies, corporations, clubs, societies, &c., nor committee standing alone.

33. Capitalize names of political factions, as Mugwumps, Grand Old Party, Progressives (political group in Congress), &c., and such names as Plumed Knight, Tall Sycamore, Untouchables, &c.

34. Capitalize the titles, either actual or descriptive, of legislative acts, bills and laws, whether in the singular or plural, as: Alien and Sedition Acts, Rivers and Harbors Bill, Prohibition Law, &c., but not common law. Capitalize also where a personal name has become wholly identified with the enactment of a particular measure to the exclusion of its real title, as: the Volstead Act, the McKinley Bill, the Sherman Law, &c.<sup>1</sup>

35. **Do not capitalize** message or speech, referring to the President's, a Governor's or a Mayor's message, or to the King's speech.

36. Capitalize Socialist, Bolshevik (pl. -i), Bolshevik (adj.), Fascist (pl. -i) and Communist; also Red or Reds; **but not** anarchist, bolshevism, communis/m, -tic, fascism, nihilis/t, -m, socialis/m, -tic. In Current History use Bolsheviks for the plural.

37. **Do not capitalize** republican government merely referring to a form of government, nor such expressions as democratic tendencies as opposed to monarchical. **Do not** capitalize governmental standing alone.

38. Capitalize Fifteenth Amendment or any other amendment to the Constitution, **but not** amendment standing alone, nor prohibition amendment or anything of like nature. The Constitution (of any country) goes up; a constitution down, as also constitutional convention; other conventions only when full title is given—as, Democratic National Convention.

39. Set thus: At the National Capitol, the State Capitol, the Capitol (national or State), the building; the national capital, the State capital, the capital, the city; the diplomatic corps.

#### MILITARY AND NAVAL, WARS, &c.

40. Capitalize titles of commissioned officers in army and navy only when preceding a name. An officer may have two titles, both capitalized: as, Commander Jones, Judge Advocate General of the Navy.

<sup>1</sup> Not applicable in the case of a bill loosely referred to as the Jones bill. Mr. Jones might introduce twenty bills, each one of which may be called the Jones bill, but such designation would not describe the character of the bill any more than would House bill or Senate bill.

41. Capitalize the several divisions of military and naval services, &c. Examples:

British Navy	Rural Guard (Cuba)
Coast Guard	Second Coast Artillery
Company A	State Constabulary
Corps of Engineers	Tenth Cavalry
Guard	Third Division
Life-Saving Corps	United States Army (meaning the entire body)
National Guard	United States Marines
Naval Militia	

42. Lower-case when standing alone:

battalion	headquarters
company	marine(s)
corps	marine corps
division	militia
general headquarters	regular army (the)
general staff (the)	staff (the)
guardsman	

43. In army and naval manoeuvres capitalize Red army, Blue fleet, &c.

44. Capitalize American Revolution, French Revolution (1788-93), also Revolution standing alone, referring to either of the foregoing, and Revolutionary when referring to the time of the Revolution in this country. Also Seven Years' War, Thirty Years' War, War of 1812, Mexican War, Civil War (between the North and the South only), Spanish-American War, the World War, &c.; the Battle of Gettysburg, the (First or Second) Battle of the Marne. The Colonies and Colonial should be capitalized only when referring to that period in American history.

#### RELIGIOUS.

45. Capitalize all appellations of the Deity; also personal pronouns He, His, Him, Thee and Thou, when standing for His name, **but not** the relative pronouns who, whom, &c.

46. Capitalize the Virgin Mary (the Virgin), Virgin birth, the Scriptures (the Bible), the Lord's Prayer, the Sermon on the Mount, the Decalogue (the Ten Commandments), the Golden Rule, **but not** scriptural or biblical.

47. Capitalize Heaven in exclamations, as "I thank Heaven for that," **but lower-case** when referring to a place of abode; capitalize Hades, but not hell. The gospel in a general sense—preaching the gospel, true as gospel—**but** the Gospels, for the books of the Bible.

48. Capitalize the Pope, or the Popes, always; Holy Father and Pontiff, meaning the Pope; See, referring to the jurisdiction of a Bishop, as the See of Oxford, the Archiepiscopal See, the Holy See; Cardinal, Apostolic Delegate, Archbishop, Metropolitan (Greek and Russian Churches), Bishop Coadjutor, Suffragan Bishop, Moderator, Presiding Elder, Chief Rabbi; also Bull standing alone, meaning a papal Bull. **Do not capitalize** the following when standing alone: cantor, elder, minister (of religion), pastor, priest, rabbi, rector, vicar, vestry or vestryman; nor father, friar, brother and sister (religious), benediction, holy communion, mass. (See Paid Death Notices, page 72.)

49. Capitalize Vatican, Holy Week, Holy Thursday, Good Friday, Easter, Whitsunday, Yule, Yuletide, Yule log, and the Papacy, **but not** pontifical or papal, except in titles as Papal

- Secretary of State, Papal Delegate or Legate, &c. The Westminster Confession of Faith, the Confession (confessional), Fundamentalist, Modernist. Also Classis, Presbytery, Synod, Consistory, &c.
50. Lower-case cathedral standing alone, but in editorial matter follow copy. Lower case professional and recessional.
51. Abbreviate Rev. before name, supplying "the"; also supply Mr. when Christian name is omitted, as: the Rev. Charles Allen; the Rev. Mr. Scott.
52. Lower-case church in all cases standing alone; capitalize only when used with full name of denomination, as St. John's Episcopal Church, Roman Catholic Church, &c., but not a Catholic church, a Protestant church, &c.
53. In Quaker dates: First-day, Eighth Month.
54. The Apostle Paul; but Paul the apostle.
55. Capitalize Nuncio meaning a Papal Nuncio.
56. St. Thomas Church, St. Thomas's, Church of St. Thomas (no possessive when used with word church).
57. The name of a church dedicated to two saints is abbreviated SS.—as SS. Peter and Paul, SS. Mauritius and Lazarus.
58. Set scriptural texts thus: II Corinthians, iv, 3, &c.; or seventh verse of the Fifty-third Psalm, or of the fifty-third chapter.

#### MISCELLANEOUS.

59. **Articles, Sections, &c.**—Set tenth section, fifth article, &c., Section 10, Article 5, &c., or Article V, &c., when Roman numerals are in copy. When paragraphs are numbered by figures or Roman numerals, use period and space; if First, Second, &c., are used, set with dash, no period; if lettered, with or without parentheses, use only space, no period. Follow copy as to cap or lower-case in lettered paragraphs. When beginning with Article or Section, follow this form when matter allows: Sec. 5—A. or Article V.—A. Copy must be specially marked to be set otherwise. Subsidiary matter may use a, b, c with or without parentheses, or 1, 2, 3 similarly.
60. **Astronomical Terms**—Capitalize Milky Way, the Dipper, Constellation of Leo, North Star, &c., but not cosmos, cosmic, parallax, &c.
61. **Aviation Terms**—Capitalize Roosevelt Field, Curtiss Flying Field, Newark Airport, &c., but lower-case field, flying field, airport, &c., when standing alone. Set: Pan American Airways, Do-X.
62. **Bridges**—George Washington Bridge crosses Hudson River between New York and New Jersey. Washington Bridge crosses the Harlem River at 181st Street. Capitalize names of bridges, as Triborough Bridge, Connecting Bridge, &c.
63. **Chess**—Chess terms, unless proper names, should be lower-case. For example: Ruy Lopez opening, Philidor's defense, king's bishop's gambit, queen's gambit declined, giuoco piano opening. Never capitalize the pieces, king, queen, bishop, knight, rook (or castle),

- pawn; but when moves are given by initials, set thus: K—Kt3, Kt—K6, K—R sq, P(Kt2)xP, KxB, Q—Kt8 ch, &c.
64. **Codes**—Capitalize Building Code, Code of Civil Procedure, Penal Code, Sanitary Code, Code Napoléon, &c.
65. **Colleges, Universities, &c.**—Do not capitalize alumni, alumnae, baccalaureate sermon, class of '95, commencement, first class, freshman, junior, senior, sophomore. Capitalize Red and Blue, Crimson, &c., as college colors, when used to designate the sides in an athletic contest, polo game, &c.; also the Bowl, Franklin Field or any such grounds devoted to college athletics, and also Army and Navy in sports. Capitalize Chair of Moral Philosophy, Department of Natural History, &c.; Professor of Modern Languages, and college degrees (Master of Arts, &c.). **Lower-case** faculty, fellow, professor, master, principal, superintendent and headmaster standing alone. Abbreviate degrees, as Ph. D., LL. D., A. B., B. S., D. D., &c. Do not separate the initials of a degree at end of a line; leave out space if necessary. Capitalize when spelled out—Master of Arts, Doctor of Laws, &c.
66. **Congresses**—Capitalize historical gatherings, as the Congress of Berlin, Congress of Vienna; but lower-case when applied to meetings of delegates to a convention, as a congress of surgeons, a congress of the Daughters of the American Revolution (or D. A. R.), a congress of ministers, &c.
67. **Courts, &c.**—Capitalize names of courts, as Supreme Court, World Court, Circuit Court, Appeals Court, Appellate Division, First Department, General Sessions, Special Sessions, Part II, Special Term, County Court, Surrogates' Court, &c., but not magistrate's court, United States court, Federal court, Judge Hand's court, &c. Do not capitalize bench, bar, court when standing alone, except in Q. and A. matter, usually agate testimony; then court or judge should be capitalized when used as a side head: The Court—Sit down, sir. **Lower-case** court of a King or Queen, coroner's jury, grand jury, petit jury, jury of view, court of inquiry.
68. **Day, Eve, Week**—Capitalize Christmas Day or Eve, Decoration or Memorial Day, May Day, New Year's Day or Eve, Thanksgiving Day, Armistice Day, Clean-Up Week, Music Week, &c., but not election day nor primary day.
69. **De, Di, Van, Von**—Discriminate between Continental names and those of Americans and Englishmen. In foreign names set de, di, van and von, as in de Lesseps, di Murska, van Hoogstraten, von Arnim, Comte de Paris, M. de Noailles, Mlle. de Benoit, Mme. de Rémusat, &c. Anglicized names—De Cordova, De Witt, Van Hoesen, Von Gerichten, &c. Some exceptions: Elsie de Wolfe, Rev. Henry van Dyke, Robert W. de Forest, Frederic J. de Peyster, Henry de Forest Baldwin, Charles de Kay, Reginald de Koven, du Pont, du Pont de Nemours & Co.
70. **Headings**—Capitalize nouns, pronouns and verbs, and all other words of four or more

letters. Capitalize No, Nor, Not, Off, So, Up; lower-case a, and, as, at, but, by, for, if, in, of, on, or, the, to, except when connected with the preceding word, as "Cared For by His Mother," but "He Cared for Nothing." Set infinitives as follows: to Be, to Do, to Go, &c. Capitalize both words of a compound adjective: An Able-Bodied Citizen. Lower-case after hyphen in One-tenth, Twenty-two; also in such words as Re-elect, Co-workers, &c. Capitalize the first word of the second line of a heading two or more columns wide, also the first word of the second line of a heading in a single-column box. In one-line headings of marriages use emdash between names: Jones-Brown. Otherwise use the hyphen: The Jones-Brown Wedding. Capitalize the principal words in side heads. When letters of the alphabet are used as headings do not use periods.

71. **Historical Eras, Events, &c.**—French Commune (the Commune), the Flood, Stone Age, Jurassic Period, Dark Ages, Middle Ages, Norman Conquest, Renaissance, Edict of Nantes, Fourth of July, &c. Also Empire and Directoire (gowns or periods).

72. **Houses, Offices, Buildings, &c.**—Capitalize White House; also the different apartments in the White House, hotels, public buildings, &c., as the Blue Room, Gold Room, &c.; Executive Mansion, Barge Office, Assay Office, Land Office, Philadelphia Mint (but not mint standing alone), Pennsylvania, Grand Central Terminal, or any prominent railroad station; Woolworth Building, the Federal Building, a Federal building, &c.; Booth Theatre, &c.; Seventh Street Methodist Church. Do not capitalize county jail, penitentiary, house of detention, almshouse, workhouse, poorhouse or insane asylum standing alone. Set: First Precinct station house, Auburn penitentiary, Sing Sing prison, State (never State's) prison.

73. **Large Initial**—Word forming it in caps; if name or title of book or play, put all in caps; following Mr., Sir, Lord, or any other title, set lower-case. In Current History use small caps. See also 123.

74. **League of Nations**—Capitalize full name, also League, Assembly and Council, also Council of Ambassadors. Capitalize titles of officers and names of all committees. Lower-case covenant except in editorials. The twenty-seven articles of the covenant must be expressed in Roman numerals, as Article X, &c.

75. **Letters**—To obtain uniformity in style of address in letters within a news story the following forms should be observed:

Mr. George R. Alexander, President Cutboard Lumber Company, 945 East Third Street, New York City.

Dear Sir:

The character of wood called for in your specifications, &c.

Hon. James Redding, House of Representatives, Washington, D. C.

Dear Mr. Redding:

A bill has just been introduced in Congress which proposes a tax on bank checks, &c.

The final salutation preceding signature, Yours truly, Respectfully yours, or whatever

it may be, should be indented two ems beyond the text. These forms apply only to letters that are not "follow copy literally." Omit [Signed] before signatures, except in official documents and advertisements.

76. **Letter-Spacing**—Except where cut-in heads are employed, as in Topics of The Times, and in narrow measures around cuts, do not use letter-spacing in reading matter.

77. **Nomenclature**—Names frequently misspelled, or variously spelled in reference works, are preferred in spellings here given:

Annunzio, Gabriele d' (Italian poet and playwright)  
 Bacheller, Irving (American novelist)  
 "Boris Godunoff" (opera)  
 Chekhov<sup>1</sup> (author)  
 Cobb, Irvin S. (American writer)  
 De Mille, Cecil (moving-picture director)  
 de Mille, William (moving-picture director)  
 "Fair at Sorochintzy, The" (opera)  
 Furtwängler<sup>2</sup> (conductor)  
 Gabrilowitsch (pianist-conductor)  
 Garrett, Garet (American writer)  
 Glazunoff (composer)  
 Gretchaninoff (composer)  
 Gruenberg (composer)  
 Hofmannsthal, Hugo von (German opera librettist)  
 Hoogstraten, Willem van (conductor)  
 Hurst, Fannie (American novelist)  
 Irwin, Will (William Henry) (American writer)  
 Kameneff (Soviet notable)  
 Kodály (composer)  
 Koussevitzky (conductor)  
 Laboulaye, André de (French Ambassador)  
 Lebrun, Albert (President of France)  
 Lhevinne (pianist)  
 Liadoff (composer)  
 Liapunoff (composer)  
 Maklakoff (Soviet notable)  
 Mengelberg, Willem (conductor)  
 Miklas, Wilhelm (President of Austria)  
 Mlynarski (composer-conductor)  
 Moiseiwitsch (pianist)  
 Monteverdi (composer)  
 Moscicki, Ignace (President of Poland)  
 Munz, Mieczyslaw (pianist).  
 Mussorgsky (composer)  
 Nijinski (dancer)  
 Nyiregyhazy (pianist)  
 Pahlevi, Reza Shah (Shah of Persia)  
 "Petruchka" (ballet)  
 Pirandello, Luigi (Italian playwright)  
 Powys, John Cowper (English writer)  
 Prajadhipok (King of Siam)  
 Priestley, J. B. (English writer)  
 Rachmaninoff (composer)  
 Reinhardt, Max (German stage director)  
 Remarque, Erich Maria (German novelist)  
 Rimsky-Korsakoff (composer)  
 "Schéhérazade" (ballet)  
 Shostakowicz (composer)  
 "Simon Boccanegra" (opera)  
 "Snégurotchka" (opera)  
 Stojowski (pianist)  
 Stokowski (conductor)  
 Straus, Isidor, Jesse Isidor, Nathan (merchants)  
 Straus, Oscar (composer)  
 Strauss, Johann (Waltz King), Josef (composers)  
 Strauss, Richard (composer)  
 Stravinsky (composer)  
 Svinhufvud, Pehr Evind (President of Finland)  
 Tchaikovsky (composer)  
 Tcherpnin (composer)  
 Tolstoy (author)  
 Trotsky (Communist)  
 Undset, Sigrid (Scandinavian novelist)  
 Viextemps (violinist-composer)  
 Wieniawski (composer)

<sup>1</sup> Polish and Russian names ending in f, ff, i, v, w, y have the terminal a for the feminine; thus, Mme. Chekhova is the wife of Chekhov, Mme. Paderewska is the wife of Paderewski, Mme. Nijinska is the wife of Nijinski, &c.

<sup>2</sup> In agate use ae for the dieresis.

Wilhelmj (violinist-composer)  
Zinovieff (Soviet notable)  
Zog I (King of the Albanians)

#### 78. Some Chinese and Japanese names:

Angangkí	Hupei	Paotingfu
Anhui	Kansu	Saionji, Prince
Araki, General	Kiangsi	Saito, Admiral
Sadao	Kiangsu	Makoto
Chang Fa-kwei	Kiaochow	Shansi
Chang Hsueh-liang	Kweichow	Shensi
Chang Tso-lin	Kwangsi	Szechwan
Chang Tso-hsiang	Kwangtung	Sinkiang
Chefoo	(province)	Soong, T. V.
Chekiang	Kwantung	Sun Fo
Chiang Kai-shek	(leased territory)	Takahashi,
Debuchi, Katsuji	Kyoto	Korekiyo
Feng Yu-hsiang	Ma Fu-hsiang	Takarabe, Admiral
Fukien	Makino, Count	Kyo
Hankow	Nobuaki	Tsingtau
Hanyang	Manchouli	Uchida, Count
Ho Chien, Gen.	Manchukuo	Yasuya
Honan	Muto, General	Wakatsuki, Reijiro
Hopei (formerly	Nobuyoshi	Wu, C. C.
Chihli)	Newchwang	Wuchang
Hongkong	Paoting	Yunnan
Hunan		

Note that most names of Chinese personages are hyphenated, Japanese are not. In Chinese fu means city and ho is river; when they occur as suffixes to names of towns or rivers they should be deleted if the word city or river is used in conjunction. Hwan Ho or Hwan River is correct; Hwan Ho River is wrong.

79. **Orders**—Capitalize names of fraternal organizations, as Masonic Order, Order of Odd Fellows, &c., not order standing alone.

80. **Police and Fire Departments**—Lower-case police headquarters, headquarters, Broadway squad, court squad, steamboat squad, harbor police, the police force, police station, the insurance patrol; **but** Hook and Ladder 4, Engine 7. Capitalize Scotland Yard (or Yard alone).

81. **Railroads**—Use "&" in names of railroads, as Delaware & Hudson, Chicago & North Western, &c. Capitalize Lines, System, &c., as group names—New York Central Lines, Pennsylvania System; also the names of distinctive trains, as Black Diamond Express, Twentieth Century Limited, the Owl, &c. Class I, Class II railroads. Lower-case division and road, as New York division of the Reading road.

**Sections**, see Articles.

82. **Time**—Lower-case daylight-saving time, Eastern standard time, &c.

83. **Titles, &c.**—Capitalize titles of dignity or courtesy—Your Honor, His Majesty, Her Royal Highness, His Excellency, &c., **but not** his lordship, madam(e), monsieur, sir, &c., when standing alone. Capitalize Emperor, King, Czar (**but not** as the designation of an arbitrary boss), Prince, Duke, Duchess, &c., when standing alone and referring to a particular person having any such title, **but not** when referring to kings, dukes, duchesses, &c., in general. **Do not** capitalize royal and imperial unless a definite government or department of a government is specified, or unless used in a title. "The Imperial Government has resolved," &c. "The imperial yacht won the race." Lower-case sovereign, meaning a ruler. **Do not** capitalize titles of officers of the merchant marine when standing alone. **Do not** capitalize master, meaning a captain, nor merchant marine when standing alone.

84. **Plurals of Titles**—Military titles add "s" at end: Major Generals, Lieutenant Colonels, Surgeon Generals, &c.; **but** Sergeants Major. Civil titles take the "s" on first word: Attorneys General, Postmasters General, &c.

85. **Treaty**—Treaty of Ghent (or any other city which identifies its place of signature), or any treaty of historical importance, when so worded, **but not** treaty when standing alone. The Versailles treaty, the Cuban reciprocity treaty, the Franco-German treaty, Nine- (or Four-) Power treaty, Dawes Plan, Young Plan, Five-Year Plan, Kellogg pact, Pact of Paris.

## GENERAL INFORMATION.

86. In setting lists of names leaded out to amounts at end of line, a wide latitude of abbreviation and omission will be permitted to bring the item into one line. Thus: "Co." for company, "Corp.," "St." for street, or omit if necessary; W., E., S., N. for points of the compass; spacing may be omitted after points, or any contraction that will not rob the item of sense. This will also apply in short-measure lists of names, where initials may be substituted for full names and spacing omitted after points to keep in line. When the basic part of a corporation's name is used in lieu of its full title, it should be capitalized, as for example: the Steel Corporation, meaning the United States Steel Corporation: Construction Credit Union or Credit Union, for United States Construction Credit Union, in order to distinguish them from general concerns of similar business activities. It may be assumed that in some part of the story the full title is used.

87. **Mac, Mc**—In a cap line or in a signature set in caps, where Mac or Mc occurs use apostrophe for ac or c—thus: RAMSAY M'DONALD, GEORGE M'ANENY. In small-cap signatures use ac or c in small caps.

88. **O and Oh**—The form of the interjection "O" should be used only in direct address to a person or a personified object, to wit: "O Lord, we praise Thee"; "For you, O broker, there is no other principle but arithmetic," &c. The form "oh" should be used in mere exclamations, where no direct appeal or address to an object is made: "Oh, bless my soul!" "Oh, what can be the matter?" Lower-case when it does not begin a sentence.

89. **Abbreviate** Mr. X., Mrs. Y., Miss B., without a dash.

90. **Observe** these forms, regardless of how they may appear in copy:

Allies, in World and Napoleonic Wars, cap A. American Telephone and Telegraph Company (not Telegraph and Telephone).

Associated Press (The), cap T.

Authority, meaning a controlling body or commission, such as that of the Port of New York, Tennessee Valley, or similar Authority.

Bank for International Settlements.

Bill of Rights.

Brooklyn-Manhattan Transit (B. M. T.).  
 Canadian Press (not C. P.).  
 Carnegie Institute, Pittsburgh; Carnegie Institution, Washington.  
 City Affairs Committee.  
 Congressional Record (lc "the" if used).  
 Court of St. James.  
 Criminal Court Building.  
 Democratic party, Republican party, &c.  
 Dniepropetrovsk, city on river Dnieper.  
 Dneprostroy, electric power station.  
 Electrostroy, electric power company.  
 Foreign Newspapers—Lower-case "the" in names of foreign-language newspapers, as the *Frankfurter Zeitung*, &c., but capitalize "the" in English-language papers, as *The London Daily Mail*, &c.  
 International (Soviet organization). "Internationale" (Communist song).  
 I O U—no points.  
 Last or past goes as written—during the last (or past) week.  
 Lloyd George (two words).  
 Lloyd's (insurance), Lloyds (bankers).  
 Moto Meter G. and E. Company.  
 NANA (close up and no points).  
 National Woman's Party.  
 Negro (pl. -es), capitalized.  
 Pekingese (dog).  
 Port of New York Authority, Port Authority.  
 Power Authority (New York).  
 Radio—CBS, RKO, NBC, WJZ, WEAf, &c.  
 Railroad Labor Board.  
 R-K-O.—In news matter and financial. See Radio, above.  
 Rockefeller Center.  
 Sewanhaka High School.  
 Smithsonian Institution, not Institute.  
 Stanford University or Stanford. Not Leland Stanford. Leland Stanford Junior University is the official designation (use if in copy).  
 "The Star-Spangled Banner."  
 Union of Socialist Soviet Republics (U.S.S.R., close up).  
 U. S. S. preceding the name of a war vessel.  
 Wailing Wall (Jerusalem).  
 World Economic Conference.

91. **Apostrophe**—Plurals like Co.'s (in heads), A B C's, I. W. W.'s p's and q's, also O. K.'d, &c. Omit apostrophe in names of organizations where the possessive case is implied, as Merchants Association, Actors Equity Association, &c.; but where the name is plural before the addition of the "s," use the apostrophe, as Young Men's Christian Association, &c.; also omit in Frisco, Halloween, Mariners Harbor; no apostrophe before bus (buses), Change (Stock Exchange), coon, longshoreman, phone, plane (airplane), possum, round, squire, varsity and other common contractions, except 'cello and 'cellist. Appraiser's Stores. THE TIMES correspondent (no apostrophe); but THE TIMES's correspondent (one who writes a letter to THE TIMES). States' rights, 'teens. See also 87.

92. **Brackets**—Set ["Hear, Hear!"], [Cheers], [Laughter.], [Applause.], &c., in brackets; also an explanatory phrase or word inside of a quotation or indented extract. A word or phrase inserted in a statement to indicate an

omission from the original, or to clarify or explain it, should be in brackets. Examples:

"No dramatic poet better knows [how] to prepare his incidents than he."

"Whatever America's decision [on the postponement] may be, we should remember that the greatest and infinitely most beneficent force," &c.

"The final valuation made in it [the report] will be prima-facie evidence against the carrier."

93. **Changes From Copy**—Change groom to bridegroom. Change "widow of the late John Smith" to "widow of John Smith," except in advertisements. A man leaves a widow, or a widow survives him. Either form is correct. Avoid the use of "remains" for "body," "The body is reposing at," &c. "Claims" and "asserts" appear to mean the same thing; but "a man claims exemption" and "asserts his innocence."

94. **Code Signals**—No period in S O S or other signals, but S. O. S. (with periods), meaning Service of Supply in the army.

95. **Date Lines**—Follow copy as to inserting the name of the State, Territory, Province or country after a city or town. Omit "City" in New York date lines in Letters to the Editor. Set dates to Letters to the Editor at the left below the signature, unless otherwise ordered. Should the date make more than one line, set first line full and indent the turn-over one em. Year must always go with bottom date.

Forms of certain news dates:

BERLIN, June 25 (via London).—

BERLIN, June 25 (via London, June 26).—

ON BOARD THE STEAMSHIP LEVIATHAN, via Siasconset, Mass., May 30.—

Parentheses—See 163 n, 164, 167.

96. **Possessive Case**—The possessive case of words ending in "s" in the singular is formed by the addition of an "s" after the apostrophe, thus: Burns's. Some exceptions: Conscience's sake, appearance's sake. Also where there is the sibillant sound of double s—as For Jesus's sake, In Moses's behalf, Francis's authorship, Kansas's laws, Nessus's shirt, &c. See also 91.

97. **Quoting**—Quote the titles of books, pictures, plays, songs, &c.

Do not quote where there is a credit, nor in a dialogue where each paragraph begins with the name of the person speaking.

Do not quote extracts, letters, &c., when indented both sides, except when they are part of running quotes.

Do not quote the names of horses, dogs, vessels, rifle matches, stakes, cups, cottages, mines, &c.

Do not quote nicknames: Babe Ruth, Spider Kelly, &c. This does not apply to editorials.

In display heads use only single quotes.

Place quotation marks before a two-em dash for a "choke," and also before "&c." in unfinished quotations. See also 165.

98. **Signatures**—When room, run up signatures to letters into the last line of reading, and set as written, following any abbreviations of

given names. See also paragraph 102 for signatures in poetry.

99. **Stars**—Use three stars, thus: \* \* \*, to denote an ellipsis, either in the body of a paragraph or at the end. Between paragraphs make a line of three stars, when called for, thus:

\* \* \*

Follow copy when full points are used in poetry, and also in special matter when points are called for in copy. See also 170.

### CONGRESSIONAL AND LEGISLATIVE.

100. Run up "Yeas" and "Nays" with commas, making a paragraph of each, and ending with an em-dash and the total of the vote, if given. In "Yea" and "Nay" votes and in committee lists omit "and" between the last two names. Set—The motion was lost—yeas 29, nays 63.

### CREDITS.

101. Set credits to papers, when they make a line, in agate, thus:  
From The Cleveland (Ohio) Plain Dealer.  
—Irving's "Life of Washington," Vol. II, page 233.  
Set—Rutland (Vt.) papers say.

### EDITORIALS.

102. Names of actual personages go in caps and small caps, as do pen names like Mark Twain, Ouida, Pertinax, also God, Jesus Christ, and names in the plural, as the Browns, the Joneses; but not when used adjectively, as the Adams family, the Robinson proposal. When personal names are used as types of illustration, set lower-case—as "Yet occasionally an informal but swift-moving Amundsen fares better than a more systematic Captain Scott." Firm names do not go in small caps. When a quotation makes more than two lines, quotation marks must begin each line. Use thin space between quotation marks and matter quoted, except after a comma or period. Extracts are not quoted but are indented an em on each side; the rule of continuing quotes applies to extracts also whenever quotation marks are used therein. In poetry follow copy as to indentions; signature on separate line in caps, no address; two-stroke dash under the head. Do not use "Dear Sir," "Yours Truly" or similar phrases in Letters to the Editor. The use of continuing quotes does not extend to Topics of The Times, nor the thin space after the quotes. Do not quote the term Topics of The Times. Example of setting:

## Topics of The Times

Two old masters recently  
**Can** climbed down from the  
**Still** shelf where an impatient  
**Write.** younger generation had  
placed them, and showed  
the boys that they haven't forgotten

Use 5  
lines for  
cut-in  
head.

### FIGURES AND SPELL OUT.

103. **Ages**—Set ages in figures—John Smith, 25 years old; a 16-year-old boy; but spell out "in the tenth year of his age," &c., in all cases.
104. **Election Returns**—Set all votes in figures. In the telegraphic and local reports of elections at the time they occur, abbreviate Republican, Democrat, &c., after names and put in parentheses, thus: Blaine (Rep.) 175, Cleveland (Dem.) 63, Grace (Ind.) 24, Grant (Tam.) 140, St. John (Pro.) 480, Smith (Soc.-Labor) 13, &c.
105. Put the time of the passage of a vessel in figures, spelling out the words "days," "hours," "minutes," without commas between, as 5 days 3 hours 25 minutes.
106. Set "one-half of 1 per cent," &c. Change "half-past ten" to "10:30," &c.
107. Five-cent piece; seven-cent fare; ten-thousand-dollar suit; ten-dollar fine; fifteen-hundred-dollar (not one-thousand-five-hundred-dollar) place, &c.
108. Set sums of money thus: \$50; \$17.25; 20 cents; £4 9s. 3d.; 17f. 5c. Use a period between dollars and cents. Spell out sums of money in such expressions as "He didn't have a shilling," "There wasn't a dollar in the house," "He didn't have one dollar," "His house cost eight or ten thousand dollars," &c.
109. When amounts are spelled out and repeated in figures—ten dollars (\$10)—omit either the words or the figures, according to the style for the matter in which they occur. In advertisements follow copy.
110. In statistical matter relating to the armament of vessels set: Four 10-inch rapid-fire guns, six 6-inch Hotchkiss guns, ten 7.3-inch guns, three 3.7-inch rapid-fire guns, &c. Also 24-pounder or 24-pound gun, two 50-ton guns and one 100-pound gun; .36-calibre revolver.
111. In plain reading matter—editorials, book reviews, amusement criticisms—and in all matter that is not statistical or in which masses of figures do not occur, spell out amounts under one hundred, except sums of money, percentages, the time of day, latitude and longitude, the registry of the thermometer, date of month and dimensions. When a two-figured and a three-figured number come together, put in figures.
112. In plain reading matter spell out such expressions as "forty millions of people," "two or three hundred years ago," "there are a thousand and one reasons," "that occurred more than a hundred years ago," "sixty-odd," "two and a quarter millions," "between ten and twelve thousand were present."
113. **Tables**—Capitalize the principal words in headings. Do not use ditto marks (") in tabular matter.

### HALF-MEASURE NAMES.

114. No point to be used on end of line, except in case of initial. Indent turnover one em.  
Mr. and Mrs. J. C. Fry      Mrs. Edna Smith  
J. B. Brown      Miss E. C. Joyner  
When the last name is used first:  
Jones, Hannah      Adamson, Boyd  
Baker, M. H.      Minot, Augusto

## LAW REPORTS.

115. Decisions and procedure. Note abbreviations:

## United States Supreme Court.

Special to THE NEW YORK TIMES.

WASHINGTON, Jan. 4.—In the Supreme Court of the United States today Jacob M. Zinaman of New York City and Frederick A. Keck of Brooklyn, N. Y., were admitted to practice. The following proceedings were had:

98—Arizona Grocery Company, petr., v. the Atchison, Topeka & Santa Fe Railway Company et al. On writ of cert. to the 9th Circuit Court of Appeals.—Judgment affirmed and cause remanded to the U. S. District Court of Arizona. Opinion by Justice Roberts. Dissenting, Justices Holmes and Brandeis.

301—Andrew W. Mellon, Director General of Railroads, applt., v. Commonwealth of Kentucky. Appeals from the Court of Appeals of the State of Kentucky.—Judgments affirmed. Opinion by Justice Butler. Justice Stone took no part in consideration of these cases.

The Chief Justice announced the following orders of the court:

462—Owners Automobile Insurance Company of New Orleans, applt., v. Sam Matthews Lawrason. Appeal from the Supreme Court of Louisiana. Appeal dismissed for want of substantial Federal question.

116. In reports of decisions where authorities are cited, set thus: (3 Barb. 67, 2 Wharton 201).

117. Decisions and procedure. Note abbreviations:

## Customs—Patent Appeals Court

Special to THE NEW YORK TIMES.

WASHINGTON, Jan. 4.—In the United States Court of Customs and Patent Appeals today the following proceedings were had:

## CUSTOMS.

3392—Henry Pollak, Inc., v. the United States.—Petition for applt. for rehearing denied.

## PATENTS.

2552—Ex parte, Oliver M. Tucker and William A. Reeves.—Opinion by Judge Bland. On rehearing the decision of the Board of Patent Appeals rejecting certain claims of applt's application for a patent is reversed. Judges Hatfield and Lenroot concur.

118. In testimony follow copy as to semicolons. Make a question and answer one paragraph, and supply "Q.—" and "A.—" except where the name of the lawyer, "The Witness—" or "The Court—" is given.

## MAGAZINES, PAMPHLETS, &amp;c.

119. Quote the titles of books, pamphlets, pictures, articles of a magazine, poems, &c. Spell out octavo, quarto, duodecimo, &c., in body. Vol., Part and Chapter may be set with figures or numerals, according to the writer's use of them. Set names of characters without quotations. Do not quote Webster's Dictionary, Book of Common Prayer, Prayer Book, Blue Book, Scriptures, Bible, New Testament, Corporation Manual, Revised Statutes, Encyclopaedia Britannica, Lippincott's Gazetteer, Social Register, almanacs, annuals, magazines or similar publications.

dragomans Mussulmans mongooses talismans Turcomans

## BOOK REVIEW.

120. Set with hanging indention of two ems, in italic, as follows:

*THE ENGLISH POETS. Selections, with Critical Dissertations, by Various Writers, and General Introduction by Matthew Arnold. Edited by Thomas Humphry Ward, M. A. 2 vols. 8vo. 566, 496 pp. London and New York: Macmillan & Co.*

121. Certain departmental groups will be set thus:

TOYS AND TOY MAKERS. *By James S. Tippet. Illustrated by Elizabeth Enright. 144 pp. New York: Harper & Brothers. \$2.50.*

122. Shoulder dates and signatures to articles should be set in small caps. The writer's name at the head of an article should be set thus, without period at end (same style for Magazine section):

By DOUGLAS STEWART

123. Initials take no quotes. When an article begins with a title, the complete title should go in caps after the initial, as likewise the name of a person. Do not use quotes in poetry in Queries and Answers.

## SPELLING OUT AND CONTRACTING.

124. Abbreviate the names of States and Provinces after cities and counties as follows:

Ala.	Me.	Pa.	Man.
Ariz.	Mich.	R. I.	N. H.
Ark.	Minn.	S. C.	Nfld.
Calif.	Miss.	S. D.	N. P.
Col.	Mo.	Tenn.	N. S.
Conn.	Mont.	Va.	N. S. W.
Del.	Neb.	Vt.	Ont.
Fla.	Nev.	Wash.	P. E. I.
Ga.	N. C.	Wis.	P. I. (Philippine Islands)
Ill.	N. D.	W. Va.	P. R. (Puerto Rico)
Ind.	N. H.	Wyo.	Que.
Kan.	N. J.	E. C.	Sask.
Ky.	N. M.	C. B.	S. I.
La.	N. Y.	C. Z. (Canal Zone)	
Mass.	Okla.		
Md.	Ore.	L. I.	

125. Spell out:

Alaska	England	Idaho	Samoa
Alberta	Guam	Iowa	Texas
Canada	Hawaii	Ohio	Utah

126. Abbreviate the following when used before names:

Adj. Gen.	Lieut. Gen.	Mgr. for Mon-
Brig. Gen.	Lieut. Gov.	signor
Dr.	Major Gen.	Mlle. for Made-
Hon.	M. MM., for Mon-	moiselle
Lieut. Col.	sieur, Messieurs	Mme. for Madame
Lieut. Commander	in French titles	Mr. and Mrs.

127. Do not abbreviate the following titles when used before names:

Adjutant	General	Quartermaster General
Captain	Governor	Sergeant
Colonel	Lieutenant	Sergeant Major
Commander	Paymaster General	Signor/, -a
Corporal	Professor	

Commendatore, before Italian names, usually abbreviated Comm., should be spelled out.

128. In Army, Navy and United States Supreme Court Orders follow copy in abbreviations. In titles of court cases use v., but vs. in news and sporting matter.

129. Spell out titles in names of plays, characters, horses, dogs, ships, &c., thus: Colonel Sellers, Captain Ross, steamer General Barnes, &c. The Right Rev., the Right Hon. John Smith, the right honorable gentleman. Supply "the" before "Hon." and "Rev." if omitted by the writer.
130. Spell out Mount Vernon, Mount Wilson and "Mount" in the name of any other city or mountain of which it may be part. Also Fort in names of which it is a part.
131. In firm names in reading matter spell out Brothers, also Company, when not preceded by "&." In advertisements follow the copy. In the use of "&" as between firms and corporations, an easily remembered rule is to place it between personal names, as Mayne & Moody, the Johnson & Craven Company, but spell out between materials and places, as Steel and Iron Products, Inc., the Atlantic and Pacific Tea Company.
132. Spell out street, avenue, ward, district, &c., in reading matter, thus: Twenty-sixth Street, Sixth Avenue, Twenty-fourth Ward. Figures for 100th Street and all above 100th. See also 139.
133. Spell out United States, Methodist Episcopal Church, &c. Follow copy in advertisements.
134. Change Henry the Eighth to Henry VIII, Napoleon the First to Napoleon I, &c.
135. Follow copy as to spelling out or abbreviating M. C., M. P. and Q. C. after names.
136. Do not spell out when copy reads B. M. T., I. R. T., Y. M. C. A., &c. When names of peculiar application are contracted into initials without periods, set them as proper nouns, lower case, as Nep, Ogpu, Ufa, &c. This does not apply to radio stations, WEA, WABC, &c., to TNT, nor to the contraction NRA, meaning act or administration.
137. As a rule, when initials or parts of words are used to designate railroads, steamship lines, associations, societies, spell out if not ordered otherwise.
138. Set names of months when used with dates as follows in all kinds of matter: Jan., Feb., March, April, May, June, July, Aug., Sept., Oct., Nov., Dec. Spell out the month when preceded by figures, thus: 25th of January, 14th of October, &c. Set—The first day of the month; the first day of the year, &c., the 1st of September, the 24th of June, 9th inst., prox. or ult. If figure follows name of month set thus: Jan. 14, March 22, Aug. 27.
139. Spell out centuries—tenth century, twentieth century, &c., but don't capitalize.
140. In decades of streets and years spell out and capitalize, without apostrophe, as, the Sixties, the One Hundred and Forties, the Nineteen Thirties (years), &c. When a span of years is given in statistical form set it 1856-59 or 1899-1900; in reprint extracts follow copy. When a span of years breaks over at the end of a line do not contract the turn-over but give it in full—1875-1878. See also Advertisements, page 66.

141. Set U.S.A., U.S.N., M.C., &c., following a name, and close up; when the word "retired" follows the initials put it in parentheses.
142. Omit the period after contracted names, as Ed, Fred, Al, Ben, Matt, Jeff, &c.
143. Spell out N. E., S. W., N. N. E., meaning points of the compass—northeast, north-northeast—except in ship news. When such abbreviations are given with addresses in Washington, D. C., and other American cities, or as postal districts in London, follow them. See also 86; also under Real Estate, page 49.
144. Abbreviate manuscript MS. (plural MSS.). Always use &c. in news matter instead of etc.; in ads follow copy.

## SPELLING.

145. To draft men for the army, &c.; to draft a bill or any paper, a draft for money payment. A draftsman. A draught of wine; the draught of a vessel, chimney or furnace.
146. These spellings and forms have been verified:
- American Geographical Society.  
Chamberlin, Clarence D. (aviator)  
Crain, Thomas C. T., District Attorney.  
Crane, Frederick E., judge, Court of Appeals.  
Dardanelles Straits; the Straits, standing alone.  
Düsseldorf.  
du Pont, Irénée  
du Pont, T. Coleman.  
Dupont Circle, Washington.  
Engineering Societies Building (not Society's).  
Florence Crittenton Home.  
Fort Du Pont.  
Fraunces Tavern.  
Gandhi, Mohandas (Indian Nationalist).  
Gatti-Casazza, Giulio (or Mr. Gatti).  
Grandi, Dino (Italian Ambassador).  
Greeff, Dr. J. William  
Gustaf Adolf, Swedish Crown Prince.  
Hamburg-American, Holland-America Line.  
La Follette, Robert M.  
Long-I Grotto (Brooklyn).  
MacDonald, J. Ramsay.  
Marbury, Elisabeth.  
Michael, Crown Prince of Rumania.  
National Geographic Society.  
Prince Nicolas of Rumania.  
Reparation (no "s") Commission.  
Rigsdag of Denmark; Riksdag of Sweden.  
Robert (no "s") College in Turkey.  
Salem Fields.  
Shepherd's Hotel in Cairo.  
Smuts, General Jan Christiaan.  
Society of American Fakirs (not Fakers).  
Spreckels, Claus A. and Rudolph.  
Streets of Boroughs—Cortlandt Street, Edgecombe Avenue, Manhattan; Courtlandt Avenue, Bronx; De Kalb Avenue, Brooklyn; Gun Hill Road, Macdougall Street, Manhattan; McDougall Street, Brooklyn; Waverly Place, Manhattan; Waverly Avenue, Brooklyn.  
Széchenyi, Lázló  
Union Field.  
Van Cortlandt Park.

## APPROVED SPELLINGS.

147. Words ending in ey add s for the plural; those ending in y change to ies.

acknowledgment	chute	entrust
adviser	cipher	envelop (v.)
aerial	clarinet	envelope (n.)
aeronaut	clientele	escritoire
aide (n.)	closure (not	esophagus
airdrome	cloture)	esthetic
aging	clue	excel/, -led
Alabamians	collectable	exhilarate
aluminum	colossal	exhort
amid (not amidst)	combat/ed, -ing	faker (cheat,
among (not	conferee	swindler)
amongst)	confidant (n. m.)	fakir (Oriental re-
anemi/a, -c	confidante (n. f.)	ligious ascetic)
anesthetic	conjurer	fantasy
aniline	controlled	ferrule
apostasy	controller (not	fetish
appall	comptroller; cap	fiber
archaeology	when official)	filigree
ascend/ant, -ency	coolly	flier
augur (sooth-	corelative (hav-	focused
sayer)	ing connection	forbear (v.)
auger (tool)	or relation)	forebear (ances-
autogiro (aviation)	corralled	tor)
axe	correlative (mu-	forseer
backward	tually involving	fulfill
banister	or implying one	fullness
baritone	another)	fungous (adj.)
Bastille	councilor	fungus (n.)
battalion	(Boy Scouts and	furor
bazaar (a fair)	camp)	further (not
befall	counselor	farther)
benefited	cozy	fusillade
beside (by the	criticize	gamy
side of, &c.)	crystallize	gasoline
besides (in ad-	cyclopedia	gauntlet (in all
dition to, &c.)	Czechoslovak (not	meanings)
besiege	-ian)	gayety
better (one who	Dail Eireann	gayly
bets)	dark/y, -ies	gibe (sneer or
biased	data (pl.)	taunt)
bimetalism	datum (sing.)	gimp
blond (n.m., adj.)	deductible	Giuseppe
bionde (n. f.)	defense	glamour
boogy (golf)	demagogy (not	gram
bogey (a bugbear)	very)	gray
boulder	dependant (n.)	grip (disease)
bouquet	dependent (adj. or	gruesome
brevetted	adv.)	guarantee (not ty)
broadcast (never	depository (person)	guerrilla
broadcasted)	depository (place)	gypsy
broddingnagian	desiccate	halyard
bronco	detector (person)	hangar (shed)
buccaneer	detector (thing)	hanged (executed)
bunco	de Valera (Eamon)	hara-kiri
buncombe	dexterous	Heaviside (layer)
burr	diarrhea	heyday
buses	dictaphone	Hindu
by and by	dictograph	homeopathy
by the bye	dictitian	hostelry
calcmime	dike	hung (picture,
caldrone	dinghy	meat, jury)
calibre	diphtheria	hydroairplane
canceled	disk	idiosyncrasy
canceled	dispatch	idyl/, -lic
cancellation	distributor	immanent (in-
cantaloupe	downward	herent)
canvas (cloth)	dram	imminent (im-
canvass (n., v.)	dreadnought	pending)
canyon	drought	impanel
carat (weight)	duel/ing, -ist	impassable (not
caret (mark)	dumfounded	passable)
carburetor	duralumin	impassible (inca-
carom	ecstasy	pable of emo-
caster (bottle or	embed/, -ded	tion)
roller)	employe	impostor
castor (oil)	encircle	Impresario
catalogue	enclose	Innocuous
centimeter	encumber	Innuendo
centre	encumbrance	inoculate
centring	encyclopedia	inquire
chaparral	endorse	instal/, -ment
chord (metal and	enforceable	instil
mus.; but vocal	enrol/l, -ment	
cord	entrench	

## Approved Spellings (continued).

Insure	passible (capable	spelled (not spelt)
interne	of feeling or of	spilled (not spilt)
iridescent	suffering)	staid (sedate)
Irredentist	patrolled	stanch
jailer	peddler	stationary (re-
jibe (nautical)	pendant (n.)	maining in one
kidnapped	pendent (adj.)	place)
kilogram	philippic	stationery
kilometer	photoplay	(writing ma-
kimono	pickaninny	terials)
Ku Klux Klan	picnic/, -king	stayed (p. p.
labeled	pigmy	of stay)
Lafayette	pinochle	stayed (law)
LaGuardia	plaque	strata (pl.)
languor	plebe (undergrad-	stratum (sing.)
legionaire	uate)	stratus (of cloud)
Lenin	plow	strie
leveled	practice	suing
likable	precession (of the	supersede
lilliputian	equinoxes)	syrup
liter	pretense	tableaux
loath (unwilling)	program/, -med	technic/, -al (adj.)
loathe (to hate)	propeller	technique (n.)
loose (untie, re-	prophecy (n.)	Tennessean
lax)	prophecy (v.)	theatre
lose (mislay)	protein	thereabout
Lotos Club	proved (not prov-	thralldom
lotus (flower)	en)	Tommasso
luster	pulmotor	totalled
mandatary (n.)	pussyfoot	totaling
mandatory (adj.)	quartet	toward
manikin	questionnaire	tranquil/ize, -lity
manoeuvre	quintet	transferee
manoeuvring	rabbit (not rare-	traveler
mantel (shelf)	bit)	trousers
mantle (cloak)	racquet	tying
marvelous	reconnaissance	ukulele
matinee	reconnoitre	unbiased
meager	referable	unforgettable
medieval	regrettable	upward
meter	reinforce	uremia
millennium	resin (not rosin)	variablemu (radio)
millionaire	rhythm	venal (mercenary)
Mohammed (not	Rosh ha-Shanah	vendor
Mahomet)	ruble	venial (par-
mold	saber	donable)
molt	sacrilegious	villify
moneyed	salable	villain
mortgagor	sailfish	violoncello
musical (adj.)	sanitarium or	Virgil
musicale (n.)	sanatorium	visa/, -ed
mustache	Sanskrit	vise (a tool)
naphtha	sateen	vitamin
naught (nothing)	savior	voodoo
nickel	Saviour (Christ)	vyng
nonplused	scurrilous	wabble
nought (cipher)	seance	wainscoted
obligato	secrecy	weird
offense	seraglio	whereabouts
pacifis/m, -t	sewage (refuse)	while (not whilst)
paean (song)	sewerage (works)	whir
palette (paint	sextet	whisk/y, -ies
board)	sibyllant	wield
pallet (cot)	sibyl	willful
Panaman	signaled	woe
papoose	skeptical	woeful
paraffin	ski/, -ed, -ing, -s	woolen
paralleled	skullul	wooliness
parallax	smolder	woolly
pasha	sobriquet	worship/er, -ing
passable (a	somber	Yugoslav (not
passable road)	spectre	-ian)

148. In general, if a consonant precedes the final "o," the plural takes "es," as in manifestoes, but here are some exceptions to this rule. When a vowel precedes the "o," the plural takes "s" only.

albinos	halos	octavos	stilettos
cantos	juntos	peccadillos	tallyhogs
duodecimos	kimonos	pianos	tobaccos
dynamos	lassos	provisos	twos
embryos	mementos	quartos	tyros
Eskimos	merinos	salvos	virtuosos
gringos	mosquitos	soios	zeros

149. Odd plurals.

## COMPOUNDS AND OTHERWISE.

150. Make two words of titles, machines, shops (except pawnshop, workshop), stores, mills (except sawmill, windmill), cars, trains, trees. See also under Use of Hyphens, page 26.

A1	clear-cut	fullback
able-bodied	clear-headed	gangway
aide de camp	clubhouse	get-away (n)
airplane (NC-2, &c.)	clubman	gilt-edge
airliner	cocksure	go-between
airship (ZR-3, &c.)	color-blind	goldenrod
airtight	commander-in-chief	good-bye
almshouse	common sense	good-day
alternate at large	Congressman at Large	good-humored
anticlimax	cooperate	good-night
anticyclone	coordinate	good-will
antimacassar	copartner	Governor-elect
antipathetic	correspondent	grand stand
antiseptic	cornerstone	great-grandson
antitoxin	countryside	guide book
anybody	court house	gunshot
any one	court(s)-martial	halfback
anyway (in any event)	court room	half-breed
any way (not concerned in any way, &c.)	co-worker	half-caste
arch-enemy, &c.	cross-examine	half-sister
armchair	cure-all	half-way
arm's length	daytime	hallboy
Attorney General	deadhead	handbook
awe-struck	dead letter	hand-made
awhile (but for a while)	deaf-mute	hanger-on
back field	deathbed	hardwood
background	death-knell	harebrained
backroom	delegate at large	hatrack
backstretch	die-hard	headlines
back-stroke	dinner dance	head wind
ball-bearing	dockyard	heavyweight
ballot box	dog-days	helter-skelter
banknote	doorstep	hole-in-one
bar mitzvah	double-header	homestretch
barroom	downhill	horror-struck
basketball	downstairs	horseplay
bas-relief	downtown	horsepower (ten horsepower)
bathroom	downtrodden	horse power (driven by)
battlefield	drawing room	horse race
battlefront	drop kick	hot-blooded
battleground	ear-splitting	houseboat
battleship	east-southeast, &c.	housetop
bedroom	easy-going	hove-to
bellboy	engine room	hurly-burly
bicentennial	en route	hydroelectric
bipartisan	evildoer	inasmuch
birdseye	everybody	indoor
blacklist	everyday (as an adjective)	in so far
bloodthirsty	every one	insomuch
blue-eyed	eyewitness	interallied
boatload	extraterritorial	intercollegiate
boat race	facsimile	interstate
bona fide	farm hand	intrastate
bondholder	farmhouse	ironclad
brand-new	far-reaching	jack-knife
breast-stroke	far-seeing	jury room
oreech-loader	faultfinder	kilowatt-hours
bribetaker	fellow-citizen	kitchenmaid
bullseye	ferryboat	lamp-post
by-election	fingerprint	landlocked
by-laws	firearms	laughing-stock
by-product	firebug	law-abiding
camera man	firedamp	lawbreaker
candle power	fire-escape	lawmakers
cannot	fireproof	lawsuit
carload	firetrap	lean-to
cast iron	flagpole	leave-taking
catcall	flagstaff	letter carrier
catspaw	folk-dance	letter man (college honor)
centreboard	folklore	lifeboat
centre field	folk-music	lifeguard
centrepiece	folk-song	lifelong
chambermaid	foodstuffs	life-preserver
choirmaster	foothills	life-size
churchgoer	foot-pounds	lifetime
clean-cut	foot race	life-work
	forty-footer	lightweight
	freight car	light-years
		liuy of the valley

## Compounds and Otherwise (continued).

listener-in	post-mortem	strike-breaker
livestock	postoffice	stroke-oar
log-rolling	postpaid	stumbling-block
long-suffering	postroad (but Boston Post Road)	subcommittee
looker-on	post-war	subdivision
loud-speaker	power boat	subject-matter
(radio)	predetermine	subnormal
make-believe	pre-eminent	subtreasury
man-of-war (a warship)	pre-empt	suitcase
mass meeting	pre-war	T-rail
Meadow Brook (L. I.)	prizefight	T-shaped
Meadowbrook (Phila.)	pussyfoot	tailor-made
meantime	quarterback	taxgatherer
men-folk	quarterstretch	taxlayer
merry-go-round	quick-firer	taxpayer
mid-Atlantic	race track	team-mate
mid-August	radiophone	team-play
midday	railway men	team-work
middle-aged	rainstorm	tea room
middleweight	ready-made	terror-struck
midsummer	rear guard	textbook
midtown	red men	theatregoer
midweek	red tape	thoroughgoing
mocking-bird	right-about	three-bagger
mother-in-law	right-of-way	thunder shower
mother tongue	riverfront	thunderstorm
motor/boat, -car, -cycle	roadbed	timber land
motor truck	roll-call	titleholder
near-by (adj.)	rum-runner	today
near by (he lives near by)	safe-conduct	to-do
nerve-racking (not wracking)	sales manager	tomorrow
newcomer	sales(wo)man	ton-mile
newfangled	school board	top-heavy
newspaper man	schoolboy	topsy-turvy
newsprint	school children	torpedoboat
news stand	schoolgirl	touchdown
nightstick	school house	toxin-antitoxin
nobody	school room	trade-mark
no man's land	school-ship	trade union
no one	scot-free	train-miles
nonpartisan	seabass	Transcaucasia
noteholder	seacoast	Transjordanian
nowise (but in no wise)	seaplane	transatlantic
nursemaid	Seawanhaka Corinthian	trans-Mississippi
object-lesson	security holder	transoceanic
offhand	sergeant-at-arms	transpacific
officeholder	set-to	transshipment
officeseeker	shell-shock	Transsiberian
ofttimes	shipbuilder	Railroad
old-timer	shipyard	triborough
one-sided	short-sighted	tricolor
one's self	shortstop	tristate
onto (on the top of; upon)	shot-put	tugboat
operagoer	show-down	turbodynamo
outdo	sickroom	turnover
outdoor	side-stroke	twofold
out-of-doors	sight-seeing	twoscore
out-patient	smallpox	U-boat
outsail	smoke screen	un-American
pallbearer	snapshot	Under-Secretary
panhandle (to beg)	snowstorm	uphill
panic-stricken	so-called (adj.)	upstairs
passenger-miles	so called (adv.)	up-State
passer-by	somebody	uptown
passwd	some one	wage-earner
payroll	speakeasy	wallpaper
penthouse	speed boat	warpath
pigeonhole	stagehand	warship
pig iron	standard bearer	wartime
pilotboat	standpatter	water-color
plainclothes man	State House	waterfront
plated ware	steamboat	water-logged
playgoer	steamship	waterproof
pointblank	stepfather	watershed
policy holder	stepping-stone	waterway
postcard	still-hunt	water-works
post-graduate	still-life	wave length
postmaster	stockbroker	Wee Burn
	stockholder	weekday
	stop-gap	week-end
	strait-jacket	well-being
	stranglehold	well-bred
	street car	well-nigh
		well-wisher

Welsh rabbit  
Westchester  
Biltmore  
whitecaps  
whole-hearted

wiretapping  
wit's end  
women-folk  
woodwork  
workday

workingman  
worth-while (adj.)  
wrongdoer  
X-ray  
Y-shaped

## USE OF HYPHENS.

151. Two or more words in adjective form should be hyphenated, as two-story house, a much-talked-of entertainment, corn-colored silk, &c., but not in such expressions as dark gray dress, navy blue skirt, light green waist, or the like.

152. Don't use hyphen to connect an adverb ending in "ly" with a participle: A newly married couple, elegantly furnished rooms, &c.

153. Use hyphen in "German-American citizens," a "noted German-American," "Latin-American citizen" (but "Latin America"), "Franco-Prussian War," &c., but omit it in the distinguishing name of an act, a bill, department, commission, &c., thus: The "Rapid Transit Bill," "Tenement House Act," "Street Cleaning Department," "Civil Service Commission," &c.

154. **Fractions**—Names of fractions when numerator and denominator are less than twenty-one, should be compounded with the hyphen—one-third, &c. When the denominator or numerator and denominator both exceed twenty omit the hyphen between them—twenty-fifth, twenty-one sixty-thirds, &c. When one half of anything is contrasted with the other half, omit the hyphen: One half the population was starving, while the other half lived in affluence.

155. Following are a number of prefixes and suffixes in general use, and the way they should be compounded with other words:

**After:** Aftermath, afterthought; but after-effect, after-result, &c.

**Ante** (prefix): Most frequently one word, as antebellum (sometimes contracted in the phrase "status quo ante"), antepenult, anteroom; but ante-mortem condition (never use the paradoxical "ante-mortem statement"). Other exceptions: Use hyphen when the antedated word is a proper noun or begins with an e or i—as, ante-Babylonian, ante-Norman, ante-eternity, ante-imperial, ante-initial.

**Anti:** Under Compounds and Otherwise are several words of which "anti" is the prefix and in which no hyphen is used; but as a general rule, in coined words of which "anti" is a part, particularly adjectives, the hyphen should be used—anti-vice fund, Anti-Beer Bill, &c.—also when the word affixed is a capitalized proper noun, as in anti-American and anti-Christian, although Antichrist takes no hyphen. Use the hyphen also when the word affixed begins with a lower-case "i," as in anti-imperialist.

**Back:** Comeback, setback, switchback, throwback, back-stop, backstretch.

**Bound:** As suffix should be one word, as northbound, snowbound, &c.; but when other than compass direction or condition should be hyphenated, as vacation-bound, Africa-bound, &c.

**Conscious:** Forming a compound evolved in recent years from psychology and psychiatry, usually applied thus: Dress-conscious, mass-conscious, music-conscious, self-conscious, style-conscious, type-conscious, &c.

**Counter:** Counter-alliance, -appeal, -argument, -attraction, -claim, -current, -force, -influence, -irritant, -poison, -proposal, -pressure, -reformation, -remonstrant, -revolution, -roll; but counterbalance, countervail, &c.

**Cross:** Cross-bill, -country, -currents, -examination, -purpose, -question, -reference, -section, &c.; but criss-cross, crossroads, crossover, crossways.

**Ex:** Use the hyphen in referring to a person out of office—ex-Secretary, &c.; but don't use it in such Latin phrases as ex officio, even when in adjectival form—ex officio chairman, &c.; nor in such expressions as ex cathedra, ex dividend, ex parte, ex post facto.

**Fold** (suffix): Manyfold, tenfold, &c.

**Ill:** Ill-advised, -defined, -fated, -favored, -humored, -judged, -looking, -mannered, -nated, -omened, -tempered, -timed, -treated; but "ill" used simply as an adjective takes no hyphen: ill health, ill humor, ill will, &c.; also ill at ease.

**Light:** Highlight, limelight, searchlight, sidelight.

**Like** (suffix): Businesslike, ladylike, &c., but when the "l" is doubled, as in snail-like, use hyphen.

**Line** (suffix): Airline, balkline, breadline, coastline, deadline, sideline, shoreline, skyline, streamline, waistline, &c.

**Minded:** An evolution of the moral and mechanical sciences, in such forms as these: Air-minded, high-minded, large-minded, money-minded, open-minded, radio-minded, &c.

**Near:** Anything likened to something else by the use of near should be hyphenated, as near-beer, -riot, -touch, -side (opposed to far-side), &c.

**Non:** Words beginning with the prefix "non," especially in the adjectival form, usually take the hyphen—non-stop flight, &c. Use no hyphen in Latin phrases, as non sequitur, &c. Nonage, Nonconformist, nondescript, nonplus and nonsuit, one word; non-combatant, non-committal and non-union take the hyphen.

**Odd** (suffix): Forty-odd, &c.

**Over:** As a prefix, is generally one word, as overproduction, overprompt, overpopulate, overindulgence, oversensitive, overexpand, but in unusual forms it takes the hyphen, as over-all, over-immaculate, over-opinionated; as a suffix it is generally hyphenated, as carry-over, hang-, pull-, cut-, hold-, culled-, &c.

**Pan:** Pan American Union is its name; use no hyphen. Likewise in Pan American Airways, the official name of the corporation. Use the hyphen in Pan-German, Pan-Slav, &c.; also in all compounds of "pan" in the adjectival form, including Pan-American when not referring to that particular union.

**Rate:** Birth rate, death rate, insurance rate, interest rate, tax rate, &c.

**Re:** Use the hyphen in re-establish, &c.; but in other words use no hyphen except where the sense indicates that it should be used. For instance, reappear, reconstruct, remake, reopen, &c.; but re-form (to form again) as distinguished from reform when you change from a vicious to an upright character.

**Self:** Nearly all compounds of "self" take the hyphen—self-confident, -defense, -educated, -knowledge, -starter, &c.; but selfhood, selfless, selfness (regard for self) and selfsame take no hyphen.

**Semi:** Usually an adjective, in which case use the hyphen: semi-demented condition, semi-detached house, semi-annual report; but semicircle, semicivilized, semiconscious, semitropical, &c., except when the word affixed is capitalized or begins with an "i," as semi-independent. Also semi-final, both as adjective and noun, takes the hyphen.

**Sub:** Almost invariably, compounds of this prefix are one word.

**Under:** Under-clerk, -consumption, -development, -drainage, -grade, -keeper, -sheriff, -secretary, -servant, -waist. No hyphen: Underbid, charge, clothes, current, cut, done, estimate, foot, graduate, ground, growth, hand, lay, man, mine, most, muslin, pinning, rate, ripe, score, sell, shirt, shot, state, strapper, study, supply, tone, tow, value, wear, went, work, world, write.

**Wide** (suffix): Country-wide, nation-, State-, world-, &c.

**Yard** (suffix): Back yard, lower yard, stock yard, tan yard. In compound nautical phraseology it usually takes the hyphen, as foretopgallant-yard, studdingsail-yard, &c.

156. Following is a list of words to be hyphenated or made one word when used as nouns, but which should be two words when one is a verb and the other an adverb:

Breakdown (they had a breakdown).  
Break down (he thought she would break down).  
Break-up; break up.  
Cast-off; cast off.  
Cave-in; cave in.  
Clean-up; clean up.  
Clear-up; clear up.  
Cut-off (road), or cut-off (engine).  
Cut off (he was cut off in the will).  
Flare-up; flare up.  
Frame-up; frame up.  
Handout; hand out.  
Hold-up; hold up.  
Jump-off; jump off.  
Kick-off; kick off.  
Let-up; let up.  
Line-up (the line-up).  
Line up (will line up, &c.).  
Lock-up; lock up.  
Make-up; make up.

Mix-up; mix up.  
Put-out (he had two put-outs).  
Put out (two men were put out).  
Round-up; round up.  
Send-off; send off.  
Set-up; set up.  
Shoot-off; shoot off.  
Shutdown; shut down.  
Shut-out; shut out.  
Smash-up; smash up.  
Split-up; split up.  
Stand-off; stand off.  
Start-off; start off.  
Stopover; stop over.  
Strike-out; strike out.  
Take-off; take off.  
Tie-up; tie up.  
Toss-up; toss up.  
Turn-down; turn down.  
Walkover; walk over.  
Wind-up; wind up.

**Exceptions:** Knockout, layout, lockout, tryout, turnout, walkout and workout, used as nouns, take no hyphen and are one word.

### DIVISIONS.

157. When possible, avoid running over a syllable of two letters. Never end a paragraph with a divided syllable of two letters. Never run over "ed" when it is not a separate syllable. Never letter-space to avoid bad division. See also 76.

158. Do not separate A. M., P. M., N. Y., R. I., S. I., &c.; when obliged to divide a group of initials like Y. M. C. A., U. S. M. C., keep at least two of them together. Never use a hyphen in such separations.

159. Do not divide on a single figure and comma, and do not divide dollars and cents.

160. Divide so as to preserve as syllables cial, cian, cient, sion, tion, tious, &c.: Ben-e-fi-cial, pro-fu-sion, &c. But re-lig-ion, re-lig-ious.

161. In foreign words divide on the vowel: Di-nant, Ma-lines, Cé-zanne. Do not separate the French gn, Italian gli, Polish cz and sz: Ser-gui-gny, Pa-gli-ac-ci, Buc-zac, To-ma-szow.

abun-dant  
ac-quain-tance  
ac-tive  
ac-tor  
ac-tress  
ac-tual  
ad-mi-ra-ble  
ad-van-tage  
af-ter  
an-chor  
an-gler  
an-nul-ling  
an-tag-o-nism  
anx-i-ety  
ar-chi-tect  
ar-mis-tice  
ar-ter-ies  
as-pir-ant  
as-sis-tant  
art-ist  
ar-tis-tic  
at-mos-phere  
at-trac-tive  
au-thor-i-ty  
Bee-tho-ven  
bil-lion  
bla-tant

bound-a-ry  
boy-cott-er  
bril-liant  
bro-ker  
broth-er  
bud-get-ary  
bu-reau-cra-cy  
bur-glar  
busi-ness  
ca-pa-ble  
ca-pac-i-ty  
ce-ment  
cen-tu-ry  
chil-dren  
Chi-nese  
cig-a-rette  
civ-il-ize  
civ-il-i-za-tion  
co-lo-nial  
col-umn-ist  
com-mand-er  
Com-mu-nist  
com-pel-ling  
com-duc-tor  
com-sis-tent  
con-tri-vance  
con-ve-nience

con-ve-nient  
colo-nel  
Cool-idge  
cor-ol-lary  
cor-po-ra-tion  
cor-re-spond  
cor-re-spon-dent  
cour-age  
cou-ra-geous  
crea-ture  
cred-i-tor  
crit-i-cal  
cul-ture  
danc-ing  
dec-ade  
de-cl-sion  
de-cl-sive  
de-clar-ing  
dec-la-ra-tion  
de-fen-dant  
de-fend-er  
de-fen-si-ble  
de-moc-ra-cy  
dem-o-crat  
dem-on-strate  
dem-on-stration  
de-par-ture

### Divisions (continued).

de-pend-a-ble  
de-pen-dence  
de-pen-dent  
de-pos-i-tor  
de-scen-dant  
des-ha-bille  
de-spise  
de-spite  
de-tec-tive  
de-ter-mi-na-tion  
det-o-na-tion  
dis-plo-macy  
di-rec-tor  
dir-i-gi-ble  
dis-cl-pline  
dis-patch  
dis-turb-ance  
di-vi-sion  
dur-ing  
ear-li-est  
ear-nest  
earn-ing  
ebul-lient  
eco-nom-i-cal  
econ-o-my  
ed-i-tor  
ed-i-to-rial  
ef-fec-tive  
ef-fec-tual  
ego-tism  
eigh-teen  
emer-gency  
en-clo-sure  
en-dur-ance  
en-dur-ing  
Eng-land  
equi-lib-ri-um  
equi-ta-ble  
es-ti-mate  
eve-ning  
ex-pe-ri-ence  
ex-tra-or-di-nary  
fa-mous  
farm-er  
fa-ther  
fa-vor-ite  
fea-ture  
fi-na-le  
fin-an-cial  
fin-an-cier  
flo-ral  
flo-rist  
flour-ish  
forg-er  
ri-an  
for-gery  
forg-ing  
for-ma  
for-mer  
for-mi-da-ble  
found-er  
foun-dry  
foun-tain  
fron-tier  
fu-ner-al  
fu-ture  
fu-tu-ri-ty  
gam-bler  
ge-nius  
Gi-bral-tar  
Glouces-ter  
gold-en  
gov-ern  
Gov-er-nor  
guard-i-an  
gu-ber-na-to-rial  
gui-dance  
guilt-i-ness  
gut-tu-ral  
gym-nas-tics  
hand-i-cap  
ha-tred  
hemi-sphere  
he-ral-dic  
her-ald-ry  
his-tor-i-cal  
Hoo-ver  
ig-no-rant  
im-pel-ling

im-por-tant  
im-por-ter  
in-dis-pen-sa-ble  
in-ev-i-ta-ble  
in-fir-mary  
in-for-mation  
in-form-er  
in-im-i-ta-ble  
in-sur-ance  
in-te-gral  
is-land  
is-o-late  
Jap-a-nese  
knowl-edge  
lam-en-ta-ble  
leg-is-la-tive  
leg-is-la-ture  
le-gu-mi-nous  
lei-sure  
lis-ten  
mag-is-trate  
man-ag-er  
man-u-fac-ture  
meas-ure  
mil-lion  
mor-als  
mor-al-i-ty  
moth-er  
moun-tain  
mu-nic-i-pal  
mu-tual  
nat-u-ral  
nat-u-ral-i-za-tion  
na-ture  
nec-es-sa-ry  
ne-ces-si-ty  
neg-lect  
nom-ad  
no-mad-ic  
no-ta-ble  
nu-mer-ous  
off-en  
op-por-tu-ni-ty  
ord-i-na-ry  
or-gan-i-za-tion  
orig-i-nal  
orig-i-nat-ed  
or-thog-ra-phy  
pam-phlet  
par-ent  
par-lia-men-ta-ry  
par-lia-men-ta-ry  
ri-an  
pas-sage  
pas-sen-ger  
pas-sive  
pat-ent  
pe-cu-liar  
pe-cu-liar-ity  
pe-cu-ni-ary  
per-form-ance  
per-mis-si-ble  
Per-shing  
per-spec-tive  
phi-los-o-phy  
phi-lo-soph-ic  
pho-to-graph  
pho-tog-ra-pher  
pic-ture  
plain-tiff  
pleas-ure  
poign-ant  
Po-lish  
pol-ish  
pos-thu-mous  
prac-ti-cal  
prec-e-dent (n.)  
pre-ced-ent (adv.)  
pref-ace  
prej-u-dice  
prej-u-di-cial  
prep-a-ra-tion  
pres-age (n.)  
pre-sage (v.)  
pres-ent (n.)  
pre-sent (v.)

pres-sure  
proc-ess  
pro-ced-ure  
prod-uct (n.)  
pro-duce (v.)  
pro-fes-sor  
prog-ress (n.)  
prog-ress (v.)  
pro-gress-ing  
pro-gres-sion  
pro-gres-sive  
pro-jec-tile  
pros-pect  
pro-spec-tive  
pro-spec-tus  
pro-ter-ed  
Prot-es-tant  
pro-vi-sion  
psy-chi-a-try  
rac-ing  
rea-son  
rec-i-proc-ity  
Reichs-tag  
re-lig-ious  
rep-re-sen-ta-tive  
re-pub-li-can  
re-sis-tance  
re-spec-tive  
re-spon-si-ble  
re-vi-sion  
rev-o-ca-tion  
Roose-velt  
Roth-schild  
rup-ture  
sa-cred  
Sa-dism  
sat-ur-na-li-an  
scar-ci-ty  
schoon-er  
scrip-ture  
scrip-tur-al  
self-ish  
sep-a-rate  
ser-vant  
ser-vice-a-ble  
Shake-spear-ean  
sin-gu-lar  
skep-ti-cal  
sol-ace  
sou-ve-nir  
spe-cial  
stand-ard  
ste-nog-ra-pher  
sten-o-graph-ic  
ster-ling  
stra-teg-ic  
sub-urb  
su-per-in-ten-dent  
tech-noc-ra-cy  
tech-no-crat  
tel-e-graph  
te-leg-ra-pher  
ten-den-cy  
ten-der  
thou-sand  
to-ward  
tran-sit  
trav-erse  
treas-ure  
treas-ur-er  
tre-men-dous  
trib-ute  
tri-bu-nal  
trou-ble  
trust-tee  
unit-ed  
vac-a-tum  
val-lant  
vaude-ville  
ven-geance  
vir-tu-al  
vi-ta-min  
Wednes-day  
Wil-liam  
will-ing  
wo-man  
Worces-ter

## FOREIGN WORDS.

(ACCENTED AND UNACCENTED.)

162. The addition of an extra e denotes the feminine; es forms the plural.

à la carte	éclat	Opéra-Comique
appliqué	écru	(Paris)
attaché/, e	élan	outré (exag-
blasé	élite	gerated)
Boerse (Ger.)	émigré/, -e	outré (beyond,
Bourse (Fr.)	émeute	above, &c.)
boutonnière	entr'acte	papier-mâché
bric-à-brac	entrée	père
Brünnhilde	entrepôt	Père la Chaise
café	entresol	pièce de résis-
carte blanche	épée	tance
célèbre	étude	première
chassis (sing.	exposé	pot-pourri
and plural)	fleur de lis	procès-verbal
château	façade	protégé/, -e
Chargé d'Affaires	fête	rapprochement
cher (mas.)	frère	République
chère (fem.)	Götterdäm-	Française
cliché	merung	recherche
Comédie Fran-	habitué/, -e	(search, seek-
çaise	hors de combat	ing, research)
communiqué	impasse	recherche
confrère	incomunicado	(choice, of
congé	ingénue	studied ele-
cortège	La Bohème	gance, &c.)
coup d'état	lamé	régie
couturi/er, -ère	lèse-majesté	régime
crèche	liaison	résumé
crêpe(s) de	Liège	rentree
chine	littérateur	répertoire
crépon	lir/a-, -e, pl.	rôle
cul de sac	mêlée	Senhor/, -es
débâcle	ménage	(Portuguese,
débris	mère	Brazilian)
début	Mi-Carême	Señor/, -es
débutant/, -e	mise en scène	Sèvres
décolleté/, -e	moire antique	suède
décor	moiré de soie	table d'hôte
déjeuner	naïve	tête-à-tête
demi-monde	naïveté	Tannhäuser
dénouement	né/, -e	Théâtre Fran-
de rigueur	négligé/, -e	çais
dilettante	Odéon (Paris)	vis-à-vis
distingué	Opéra (Paris)	virtu
	opéra bouffe	Walküre

## PUNCTUATION.

163. In the extreme flexibility of the English language, it follows that there cannot be any hard and fast rules of punctuation,<sup>1</sup> especially in the use of the comma, which has been sub-

<sup>1</sup> In "Typographia, or the Printers' Instructor," by John Johnson, the author quotes a writer on punctuation to this effect: "To perfect oneself, therefore, in placing commas right, is the ready way to fair pointing; but to set down rules for arriving to it would be endeavouring in vain; since practice is the surest guide. Neither is it supposed, that those who initiate themselves for the Art, should be so destitute as not to understand pointing, even according to the rules of spelling-books. But to have done with the comma, permit us to conclude with this simile, viz.—He that will not say A, will not say B;" by which we should intimate, that he who will not endeavour to place a comma properly, will not know where to put a semicolon, or other point; and therefore ought to learn it by dint of a bodkin."

jected to every abuse that ignorance and carelessness can devise. Its improper use can make the most eloquent phraseology ridiculous; it can make the commonplace seem intellectual. It is a simple thing and yet most difficult to inculcate. It can give such variety to interpretation as to make one doubt his senses. When men are persuaded to recognize that punctuation is quite as important as a knowledge of the keyboard, we shall begin to get a better quality of workmanship, and a more careful rendering of the text in the clearer understanding of its purport. A little thought given to the use and abuse of the comma will be highly instructive as to its importance in the essence of thought expressed in the printed form. It should be kept in mind that the primary use of the comma is to avoid confusion of thought and ideas, to keep them from overlapping or running into each other. What often seems like a foolish statement is really an expression of two phrases tending in opposite directions which a comma would easily elucidate. A common fault is to begin a dependent clause after a comma and fail to complete it with a similar or other mark of punctuation. In the rapid manipulation of the linotype keyboard the natural tendency is to "follow copy," and so it should be the particular care of the copy-reader to punctuate his material. How the lack of a comma can produce a lack of sense is shown in these two examples:

Renaldo was convicted of making a false statement in a passport, falsely claiming to be a citizen of the United States and Perjury.

Charles W. Brooke defended Mrs. Fleming and John F. McIntyre, later a General Sessions judge, prosecuted her.

163 a: **Comma**—There is no standard of language that will permit a standard of punctuation, and no rules will remain fixed while writing is what it is today. Since no two men will agree on the subject, the better way for one who does not pretend to expertness is to adopt a common-sense plan—not too much and not too little. With rules barred, one must rely on experience gained in reading, and it is believed that the examples given will lead to that pursuit. The comma being the most contentious point in punctuation, it will be taken up first, with examples that should be self-explanatory:

After Paris, Sterne went to the South of France.

After the close of his second term, in 1817, Mr. Madison retired to his estate at Montpelier.

Among the many acts of Catherine which, in spite of her horrible vices, have won the admiration of mankind, this is doubtless the most memorable.

Cruel as his sufferings had been, he had wisely and magnanimously resolved not to punish what was past.

If he were, one of the first things to be prescribed by him would doubtless be something to rid the patient of false ideas and dangerous obsessions.

In truth, his talk about liberty, whether he knew it or not, was from the beginning a mere cant.

In so far as the laws of nature produce evil, they are clearly not benevolent.

It could now hardly do better, though late in the day, than take Washington's advice.

Naturally, a student knew nothing about mechanical laws, but he took for granted that he could learn, and went to his books to learn.

No genius can be more unlike his own, and therefore perhaps it is that he admires it so much.

On the whole, therefore, the necessary ignorance of man explains to us much.

Nevertheless, he could not pretend that his mind felt flattered by his scientific outlook.

Still, it is a system which has grown up among us.

Surely, here was something to ponder over, as a step in education.

Unfortunately, the pursuit of ignorance in silence had, by this time, led the weary pilgrim into such mountains of ignorance that he could no longer see any path whatever.

The foregoing should furnish a sufficiently wide latitude of examples in the use of the comma to apply in the great generality of cases where the text is not self-punctuating. There are particular cases, however, wherein certain words may affect the use or non-use of a comma. Some of these are:

#### AND

Higher artistic and technical standards were evident in pottery, weaving, jewelry and embroidery.

She writes sympathetically, gayly, intelligently, and her word-pictures make the country seem very real to our mental gaze.

#### BECAUSE

It is sometimes quite difficult to decide whether or not a comma should precede this word, since only a slight shade of difference may be detected in the meaning in either case. These examples will show easy and troublesome forms:

The gods love him because men hated him.

Let no self-reproach weigh on you because of me.

The fall in real estate values because of the depression was reflected in the uncertain position of guaranteed mortgages.

I see that I have been a pitiful person, because I have wished to be my own master.

I give thee this for thy sweet mistress' sake, because thou lovest her.

The wild Indians give no quarter, because they believe that they shall inherit the skill and prowess of every adversary whom they destroy.

#### BUT

What can we see or acquire but what we are?

It is not the number of pieces of goods sold in the export market but the prices they bring that depresses American trade.

Every violation of truth is not only a sort of suicide in the liar, but is a stab at human society.

By proceeding thus we shall arrive, not indeed at a perfect theory of government, but at a theory which will be of great practical use.

#### HOWEVER

These facts do not now seem to be very material to us, however, but at the time they were critically material.

To maintain that importance, however, it must create attachment.

However this may be, they are beyond question relatively better.

Every device, however paltry, was resorted to.

#### NOW

Now this is certainly very pleasant writing.

Now what would happen if the government came to the aid of these debtors by devaluing the dollar?

Now here we have two governments which, by Mr. Mill's own account, come under the same head in his theoretical classification.

Now we should have thought that, without the help of either history or experience, he would have discovered the fallacy which lurks under this pretended demonstration.

Now, in the first place, we never maintained the proposition which Mr. Bentham puts into our mouths.

Now, if there be no criterion of equality between two portions of power, there can be no common measure of portions of power.

#### OR

But whatever pleasure the persecution of Wilkes or the dismissal of Conway may have given to the royal mind, it is certain that His Majesty's aversion to his Ministers increased day by day.

We follow the travelers through their allegorical progress with interest not inferior to that with which we follow Elizabeth from Siberia to Moscow, or Jeanie Deans from Edinburgh to London.

It has never occurred to him that there is a difference between assertion and demonstration, or that a rumor does not always prove a fact.

Similar usage in the case of "nor."

#### RESPECTIVELY

They were respectively 5 and 6 years old.

They were 5 and 6 years old respectively.

Since then the President has appeared once in public—at a riding tournament—and twice at dinners, respectively official and friendly.

#### SINCE

Nothing of further interest has developed since the publication of his story.

Everything that is changeable in this world has been changed since its first great masterpieces were produced.

That he was much more besides is unquestionably true, since it would scarcely be possible for a man without further qualifications to exert an influence such as Ruskin indisputably did exert.

He would have tyranny and purity together, since the most superficial observation might have shown him that there can be no tyranny without corruption.

#### THAT

It is important that both these points should be determined.

The younger man knew that the meeting would have to come, and was ready for it.

Where is my father, that you come without him?

Of all supposed English tastes, that of art was the most alluring and treacherous.

It is significant that he has flatly rejected the suggestion put forward by one school of London economists, that he deliberately unbalance the budget.

Of course she replied what was evident, that she did not call him a foreigner.

#### THEN

If that object be attained both in Denmark and the United States of America, then that which makes the government good must exit.

What, then, made us to differ?

Let us take, then, the case of all others most favorable to his argument.

#### THERE

In a mind less happily constituted, there might have been a risk that this turn for subtlety would have produced serious evil.

Let these orders be given by whom they may, there is not the smallest chance of their being obeyed.

He had every right to be there as a man of science.

He said that no four men could be found there who were up to the European level of the day in any branch of learning.

#### THEREFORE

The author of a great reformation is almost always unpopular in his own age; it is therefore for the interest of the human race that the memory of such men should be held in reverence.

He acquitted himself well and therefore appears to be in great favor with both parties.

In spite of all his caution, therefore, he found that measures which he had hoped to carry through quietly had caused great agitation.

It is plain, therefore, that this progress is not analogous to that in pharmacy, geology and navigation.

## TOO

Every intelligent man about the government prepared to go. The people would have liked to go too, for they stood helpless before the chaos.

In 1774 he was elected a member of the First Congress, and here too his superiority is said to have been soon established.

They will remember that constant flow of conversation; they will remember, too, that he was not less distinguished for his political conduct.

Why, too, should each generation surrender its due control over the next?

## UNLESS

Nothing of this could have been accomplished unless the matter had been prepared beforehand.

It is not possible for all things to be well, unless all men were good.

The significance of these movements cannot yet be understood, unless one has foreknowledge of their purpose.

## WHEN

The revolutions dreaded by many good people when there has occurred a change of party supremacy have in general not happened.

They were actually on board, when an order of council appeared by which the ship was prohibited from sailing.

## WHEREAS

She had either to abandon the gold standard or go completely under, whereas the United States has deliberately forsaken gold for the purpose of producing higher commodity prices.

The officers returned with but one prisoner, whereas, if they had waited another half hour, they might have bagged the whole gang.

## WHICH

Out of the fragments of old principalities which had gone to pieces in the general wreck he formed for himself a great, compact and vigorous empire.

He examined every item with a care which might be thought to suit the mistress of a boarding house.

This movement quickly dragged down sterling prices, which today are no higher than in 1931.

## WHILE

Nothing, it was thought, could happen while the matter was in the hands of the negotiators.

The silver minority made an obstinate attempt to prevent it, while most of the majority had little heart in the creation of a single gold standard.

## WHO

The ministers who once rebuked our anti-slavery sermons were now preaching in the same way.

She returned in time to receive the last blessing of her father, who died in his eighty-seventh year.

## WITH

They see all manner of reasonings framed about subjects with which morality itself is concerned deeply.

At the same time, with admirable judgment, he offered to submit the case to the Supreme Court and to abide by its decision.

Leveling of these barriers would encourage the resumption of trade, with a consequent rise in the value of goods.

**163 b: Semicolon**—Semicolons sparingly used make an excellent point of departure from the comma and its monotonous recurrence in a long sentence. They are chiefly valuable in a literary style, though they can be made to do good service in news matter when rightly placed. Examples:

A vain man may become rich, because his vanity may thirst for only a single mode of gratification; an ambitious man, a bon vivant, a sportsman, may severally control their expenses; but a man who is inveterately thoughtless of consequences, and callous to reproof—who knows not when he squanders money, because he feels not those obligations which constitute or direct its uses—such a man it is impossible to rescue from destruction.

In nature every moment is new; the past is always swallowed and forgotten; the coming only is sacred.

He was the creature of his age; and whenever he had lived he would have been the creature of his age.

**163 c: Colon**—The use of the colon to end a sentence that leads to an extract, a quotation, a subordinate statement, &c., is commonly understood. As a mark of punctuation it is better handled with caution, and where a doubt of its appropriateness rises it is perhaps best to use a dash, which is adaptable to so many usages. There are occasions of course when to a writer who can sense its subtle shade of difference the colon is a preferred point. If he uses it and it passes the reader, he may be said to be in luck. Some examples:

There are some writers who can be known by a few words of their writing; each syllable is instinct with a certain spirit: put it into the hands of any one chosen at random, the same impression will be produced by the same casual and felicitous means.

Here, as elsewhere, though the formal address is to devils, the real address is to men: to the human nature which we know, not to the fictitious diabolic nature we do not know.

Which is the better able to defend himself: a strong man with nothing but his fists, or a paralytic cripple encumbered with a sword which he cannot lift?

At this stage the mind of the historian, as we abstractedly fancy it, naturally breaks off: it has more interest in human affairs than the naturalist.

He knew nothing accurately: his reading had been desultory; nor had he meditated deeply on what he had read.

**163 d: Interrogation**—It hardly seems necessary to explain the use of the interrogation point, because a question has in itself the obvious need for it. But sometimes an apparent question is wrongly accompanied by the interrogation point. It should not be used with a sentence beginning "I wonder if"—or, "how," "what," "when," "where," "whether," "which," "who," "Suppose," &c. Examples:

I wonder if there wasn't something more than curiosity that prompted his call.

Suppose a student wishes to apply himself to a special field of science.

A sentence beginning "May I" is not infrequently declarative and does not require an interrogation point.

May I point out that counsel of this sort represents a dealing with less than half the matter in hand.

And, may I say to thee, this pride hath drawn my love from her.

**163 e: Exclamation**—The exclamation point is supposed to emphasize a startling statement or an unusual announcement, but its use must depend very largely on the taste of the writer, who should be sufficiently discriminating to know when he requires the functions of that particular point. Explosive words invariably take the exclamation, even in the midst of a sentence. Examples:

Prithee, see there! behold! look! lo! how say you?

But soft, behold! lo, where it comes again!

Lo! the poor Indian, whose untutored mind.

Alas! they had but too good an opportunity of proving that they did not want courage to endure with manly cheerfulness the worst that could be inflicted.

Alas! this parting strikes poor lovers dumb.

Oh, alas! here comes my master.

Alas the day! good heart, that was not her fault.

He has arrived, but alas! with empty hands.

163 f. **Dash**—Besides its use in introducing a dependent clause or enclosing dependent clauses and "asides," a dash should precede such words or abbreviations as "that is to say," "in other words," "namely," "viz.," "i. e.," "e. g.," &c., when they serve as introductions to explanatory matter. Examples:

The mind should observe and register forces—take them apart and put them together—without assuming unity at all.

Suddenly society felt itself dragged into situations altogether new and anarchic—situations which it could not affect, but which painfully affected it.

It was checked at the first sign that it might prove troublesome—that is to say, it was not permitted to get out of hand.

Action must be taken soon if the scheme was to prove effective—in other words, no time was to be lost.

The fundamental principle of President Roosevelt's policy and the two principal measures—namely, the departure from the gold standard and a large credit expansion.

He mentioned some of his peculiar traits—viz., a habit of talking to himself, or softly whistling a tune, or staring vacantly.

Everything he owned he owed, paradoxically—i. e., it was all in pawn.

Bidders on these bonds need not use more than three decimals—e. g., 99.125.

163 g. Omit comma in ages: 45 years 9 months 21 days; in time: 2 hours 15 minutes 10 seconds; in distances: 2 miles 8 laps, or 3 miles 4 furlongs, or 10 yards 2 feet 9 inches.

163 h. When two words precede a noun as qualifiers do not use a comma between them when the first qualifies the second word; otherwise use a comma. Examples:

Like the loyalty of a highly cultivated churchman to his church.

Very nearly the exact truth for the purposes of an elderly and timid single gentleman in Paris

Haunting ballrooms where the simple, old fashioned, Southern tone was pleasant even in the atmosphere of conspiracy and treason.

In theory one might say that a pure, scientific education was alone correct.

163 i. Use no comma before "of," indicating a place, as: George Brown of Brooklyn, William Smith of counsel, Henry Adams of Jones & Co., but He was 45, of a jovial nature. Pleasing him was impossible; he was, of a truth, the perfect misanthrope.

163 k. Do not use comma and dash together, nor a colon and dash at the end of a sentence leading to subsidiary matter.

163 l. Phraseology where the comma should be omitted:

The painter Rembrandt.

Verdi's opera "Aida."

The opera "Barber of Seville."

The editorial "Keeping the Faith."

His daughter Lillian (assuming there are other daughters).

Thackeray's novel "Vanity Fair."

Shakespeare's tragedy "Julius Caesar."

163 m. Use comma in four figures except in TIMES box numbers, postoffice box, room and telephone numbers.

163 n. Do not use comma before a beginning parenthesis nor inside a closing parenthesis; if a comma is indicated before a phrase in parentheses, place it after the close.

164. When a clause in parentheses comes at the end of a sentence and is part of it, put the period outside the parenthesis; if the clause is independent and a period is necessary, place it inside the parenthesis. The same usage will apply in the case of a semicolon.

165. Set semicolon and colon outside quotation marks; period and comma never. With interrogation and exclamation points in quoted matter, their place depends on the character of the text, as shown in these illustrations: "Do you admire the rugged character of Whitman's 'Leaves of Grass'?"

Who can read and not be impressed by Gibbon's "Decline and Fall of the Roman Empire"?

"He shall not die, by God!" cried my Uncle Toby.

What grandeur in the stately lines of Macaulay's "Lays of Ancient Rome"!

"Have you finished reading 'Guy Mannering'?"

"This is the place to paint the river; this is the picturesque point!"

Can anything be better than the description of the poor debtors' gaol in "Pickwick," or of the old parochial authorities in "Oliver Twist"?

By a traditional mode of speech, as soon as we see a picture in which a complete effect is produced by detail so rare and so harmonized as to escape us, we say, How "classical"!

"You threaten us, fellow? Do your worst, Blow your pipe there till you burst!"

166. Omit period after per cent, 8vo, 12mo, Roman numerals, serials like (1), (a), &c.

167. Use parentheses only to enclose explanatory words or clauses, in transliterating one country's money into another's, in an "aside" as an afterthought, in locating a preceding name, &c. (Parentheses are not interchangeable with brackets. See 92. See also 104.) Examples:

The kind of writing suitable to such minds is not the exhaustive discussion of former ages, but the simple, occasional writing (as we just now described it) of the present times.

\* \* \* and it was Senator (now Ambassador) Edge who, &c.

Some time or other, somebody (his faith was a little vague) would most certainly intervene to establish them.

\* \* \* for conniving at the activities of kulaks (peasants with a small property).

He will have come more nearly to a commission (or committee) than could be imagined from his text.

Intense animal spirits are the single sentiment (if they be a sentiment) of the entire character.

The sale of the Gainsborough painting brought £6,400 (\$23,040).

Lincoln (Neb.) News.

Springfield (Mass.) General Hospital.

St. George (S. I.) High School games.

## DRAMA.

168. Set agate cast introductions to precede reviews of plays as follows:

THE HOUSE OF DOOM, a "mystery melodrama" in a prologue and three acts, by Charles K. Champlin. Staged by George L. Graves; produced by J. J. White. At the Masque Theatre.

169. Quote titles of plays, acts, revues, sketches. Characters not quoted. When "the" is part of a title, put it inside quotation marks.

170. In Sunday dramatic matter use full points, not stars, between sentences where indicated in copy.

## MUSIC.

171. In correspondence for Sunday music pages set shoulder dates in small caps with the year. In letters to the editor begin: To the Music Editor: in agate italic; signature in caps, date at left, with year.

172. Do not quote the titles of songs from operas, but quote the names of the larger works from which they are taken, as

Aria—*La ci darem la mano*, from "Don Giovanni" .....Mozart

173. Capitalize the principal words of an English title, except the titles of old English songs, madrigals, carols, &c., which are usually derived from the first line of the song. Capitalization in foreign titles is very limited, and it is quite safe to follow copy; when it is reprint copy and set in all caps, get instructions from the head of the proofroom.

174. Do not capitalize symphony following number or name, Fifth symphony, "Pastoral" symphony, &c.—but *Symphonie Espagnol*, *Symphonie Pathétique*, &c. Trio, quartet, quintet, &c., as compositions, should be lower-case; capitalize if performers with a name, as Flonzaley Quartet, &c.

175. When movements of a symphony, concerto, suite or other composition are referred to do not capitalize or quote them.

176. Compositions that are numbered should not be quoted, as Hungarian Rhapsody No. 12, Leonore Overture No. 3, &c. Music may be sung a cappella (two p's and no accent).

177. Do not use the headings Part I or Intermission in programs, but when a group of programs is given to be performed on different dates, the days or dates should be set as full-face lower-case heads. When a composer's works are given in a subhead, set it in light-face caps, as WAGNER PROGRAM, CHOPIN PROGRAM, &c.

178. Since accents cannot be used in agate—ä, ö, ü—add the letter "e" in setting "Tannhaeuser," "Goetterdaemmerung," "Wal-kuere," &c.

## PROGRAMS.

179. Do not use numbering in music programs, nor the letters a, b, c, &c., except when they indicate parts of one composition, or a group to be played or sung by soloists or choir. When two or more successive numbers by one composer are to be played, run them together in this manner:

Die Forelle, Nacht und Traeume; Erst-  
rung; Am Meer; Lachen und Weinen,  
Schubert

180. Opera programs are introduced with the title of the opera quoted, in 7 point, the cast in agate, with a comma after two or more female names, thus:

Mmes. Ponselle, Wakefield and Guilford,  
and Messrs. Gigli, De Luca, &c.

181. Concert programs follow same style as to 7 point introduction. In agate part, where lines turn over, set first line out to 1 EM indention and turn over 1 EM hang.

Today (or whatever the day may be).

Philharmonic-Symphony Orches-  
tra, afternoon, Carnegie Hall. Ar-  
turo Toscanini, conductor.

Overture to "Le Baruffe Chiozzotte,"

Sinigaglia

Symphony No. 2, in D.....Brahms

Two excerpts from "Romeo and Juliet,"

Berlioz

Enigma Variations.....Elgar

Monday, July 11.

CENTRAL PARK—GILBERT AND SULLI-  
VAN PROGRAM.

Marche Indienne.....Sellenick

Overture, "Tannhaeuser".....Wagner

Romance.....Tchaikovsky

Two Hungarian Dances.....Brahms

March of the Peers—"Iolanthe"; excerpts—

"Pirates of Penzance," "The Mikado,"

"Pinafore".....Sullivan

NEW YORK UNIVERSITY—FRENCH  
PROGRAM.

Marche Lorraine.....Ganne

Overture, "Masaniello".....Auber

Ave Maria.....Bach-Gounod

Excerpts—"Lohengrin".....Wagner

Overture, "Poet and Peasant".....Suppe

Aria, Depuis le jour ("Louise").....Charpentier

Oliver Marshall, soprano.

BERKSHIRE STRING QUARTET.

Quartet in A minor, Op. 51, No. 2.....Brahms

Quartet (in one movement), Op. 23,

Howard Hanson

Quartet, Op. 95, in F minor.....Beethoven

Allegro con brio,

Allegretto ma non troppo,

Allegro assai vivace, ma serioso,

Larghetto espressivo,

Allegretto agitato.

182. The same style will apply to radio music and programs.

## FINANCIAL.

183. Capitalize Exchange (sing. or pl.) meaning a place for the sale of stocks and bonds; but lower-case referring to the sale of money. Set Curb Exchange, not Market.

184. Follow copy in "rate of domestic exchange," also as to consols or consolidated, thus: Erie second consols, or consolidated. The abbreviation is 2d con.

185. In any financial story, when a number of quotations are used, follow copy in abbreviating—2c to 2½c, 3.45c to 4.10c, &c. Use f.o.b. and c.i.f. when in copy, but spell out p.t.—private terms. Omit period after c for cents, s for shillings and d for pence in financial and commercial quotations. Follow copy in use of @. Never use lbs., as lb. is both singular and plural.

186. In tabular matter omit lines in which no sales or price quotations are recorded. Set designation of interest rates on bonds as 3s, 4s, 6s, &c.; 3 per cents; 60-day bills; 60 days sight. Use the symbol % only in tabular matter.

187. Set £1 16s 3d; an advance of 1d; 104f 15c. In English money use the pound mark (£) where possible and omit the word sterling. "The pound sterling" is a correct phrase, however.

188. Monetary unit in Sweden is krona (sing.), kronor (plural); in Norway and Denmark, krone (sing.), kroner (plural).

189. Use comma in the phrase "The stock advanced (or gained) [or declined] 3 points, to 21." This means that the former price was 18 [or 24]; comma indicates that it was not a range of fluctuations between those two figures.

190. In financial advertisements a date is frequently given with the comma omitted after the year, thus: "payable April 1, 1932 to stockholders of record." This is perfectly good usage under the circumstances and should be strictly followed.

### ABBREVIATIONS IN FINANCIAL TABLES—WHAT THEY MEAN AND HOW SET.

191. An order to buy stock is a contract. When the buyer fails to make good, the broker orders the stock sold for default, and it is sold with the mark "u r"—meaning under the rule.

When the stock is sold and not delivered, by agreement, in the usual time—that is, by 2:15 the next day—the seller has the privilege of putting off delivery for a limit of four to sixty days. The stock is then listed in the table s7d (or whatever number of days is specified).

Serial stocks and bonds are A, B, C, &c. Frequently the abbreviation "ser" or "Ser" is printed or written before the letter A or B. Omit it in setting.

In the bond table a bond is sold s7d. This indicates that the bond is sold flat (without interest that may have accrued), also that the seller has seven days (or whatever number is specified) in which to deliver the certificate. When the word "cash" occurs, it should be set (c); it means that the bond has been purchased for immediate delivery. If the letter "s" is used, set it (s); this indicates that the bond was sold a day or more previously and was not reported. It is therefore put in for purposes of record.

Bonds that are classified A, B, C, &c., should be expressed in this way: N. Y. Cen. 5½s, A, 1965—not 5½s, 1965, A. If the latter form happens to be copy, the operator is justified in changing it to the correct form.

In Domestic Bonds, Chicago, Milwaukee, St. Paul & Pacific and Chicago, Milwaukee & St. Paul are both correct, as are Missouri, Kansas & Texas and Missouri-Kansas-Texas. In the stock table, only Chicago, Milwaukee, St. Paul & Pacific and Missouri-Kansas-Texas are the correct forms, these being the present corporate names of the railroads. In tabular matter, of course, the names are necessarily abbreviated. Chicago Great Western does not take a comma.

In Foreign Bonds, those of the Rumanian Government are printed Roumania and should be so spelled in the table; Puerto Rican bonds were issued by the old government of Porto Rico and are so printed on their face, and should be set thus in the table. For some reason the bonds of Sao Paulo in Brazil have two spellings: San for the city bonds, and Sao for

the State. The Tokyo municipal bonds are printed Tokio on their face, and should be spelled thus; the bonds of the electric light company are printed Tokyo.

When quotations in out-of-town markets have letters or characters substituted for figures, they may be translated for (P) copy by consulting this arrangement of the line of keys on the machine which produced the copy:

1 2 3 4 5 6 7 8 9 0 \$ £ &  
Q W E R T Y U I O P D H G

or this arrangement if the copy was produced from standard typewriter keyboard:

" # \$ % — & ' ( )  
2 3 4 5 6 7 8 9 0

In the first instance capital letters will represent figures; in the other, symbols or characters will substitute for figures.

### NEW YORK STOCK EXCHANGE QUOTATIONS.

SET ON TWO 12-PICA SLUGS.

1933. High.	Low.	Stock and Dividend in Dollars	First.	High.	Low.	Last.	Net		Closing	Sales.
							Chge.	Bid.		
27	13½	Abr. & Straus (I.20) .	27	27	27	27	1½	25	27	700
7½	3	Adams Express . . . .	7¼	7½	7	7	1½	7	7¼	11,700
63½	39	Adams Express pf. . *	62	62	62	62	1½	62	63½	520
19½	15	Hackensack W. (1½) .	18½	18½	18½	18½	5½	18	19	200
28½	25	Hack. W. pf. A (1¼) *	26½	26½	27½	26½	28½	26	28½	120
3½	1½	Hahn Dept. Stores. . .	3½	3½	3	3	..	3	3½	7,300

### CURB EXCHANGE QUOTATIONS.

SET ON TWO 12-PICA SLUGS.

1933. High.	Low.	Stock and Dividend in Dollars	First.	High.	Low.	Last.	Net		Closing	Sales.
							Chge.	Bid.		
17½	13	Acme Steel (1) . . . . .	17½	17½	17½	17½	2½	17	20	25
4	1½	Alnsw'th Mfg. Corp. .	3½	3½	4	4	1½	4	4½	700
1½	½	*Air Inv., Inc., v.t.c.	1½	1½	1½	1½	..	1½	1½	400
40	25	Babcock & Wilcox (1)	40	40	40	40	1¼	39	46	50
12½	8½	*Benef. Ind. Loan	9¼	10	9½	9½	7½	9	9½	900
2½	2½	(1½) . . . . .	2½	2½	2½	2½	-11¼	2½	3½	1,100
		Black & Decker Mfg.								

Note that in both tables the heads are the same. The first name under each letter takes a boldface initial. Do not use "Do."

### U. S. INSULAR BONDS.

	Rate.	Due.	Bid.	Ask.
Philippine Govt. . . . .	4½	Oct., 1959	90	92
Do . . . . .	4½	July, 1952	90	92
Do . . . . .	5	Apr., 1955	93	95
Gov. of Puerto Rico. 4½	4½	July, 1958	93	95
Terr. of Hawaii. . . . .	4½	Oct., 1956	97	100



## COTTON STORY.

Quotations here were:

	Open.	High.	Low.	Close.	Prev. Close.	Year Ago.
July .....	10.73	10.38	11.38n	10.50	5.54	
Oct. .....	10.80	11.74	10.72	11.70-74	10.83-84	5.67
Dec. ....	10.94	11.92	10.87	11.90-92	11.01-02	5.82
Jan. ....	10.98	11.95	10.96	11.95	11.11	5.89
Mar. ....	11.18	12.10	11.13	12.10	11.25-26	6.02
May ....	11.32	12.25	11.30	12.25	11.42	6.15

The local market for spot cotton was firm at 90 points advance to 11.55c for middling upland; sales, none.

Southern spot markets were: Galveston 11.45c, 90 points up, sales 315 bales; Houston 11.50c, 90 points up, sales 1,319 bales; New Orleans 11.46c, 83 points up, sales 3,677 bales.

Statistics in bales:

	Yesterday.	Last Week.	Year Ago.
Port receipts ...	11,063	5,856	1,338
Exports .....	4,073	19,535	7,220
Exports season...	8,095,520	7,934,073	8,540,045
N. Y. stocks....	174,358	180,438	204,045
Port stocks ...	3,314,312	3,420,918	3,523,508

Liverpool cables: Spot cotton business large at 6 points advance to 6.21d for middling; imports, 11,000 bales; American, 3,000. Futures opened quiet at 3 to 4 points advance; closed quiet at 1 to 2 points advance.

Prices: July 5.93d, October 5.99d, January 6.04d, March 6.08d, May 6.11d.

## GRAIN STORY.

Prices for the principal grains were as follows:

Chicago.						
WHEAT.						
	Open.	High.	Low.	Close.	Prev. Close.	Last Year.
July ...	1.03¾	1.06¾	1.03¼	1.06¾	1.04½	.47
CORN.						
July ...	.64¾	.64¾	.63¾	.64¾	.64¾	.31¼
OATS.						
July ...	.48	.48¾	.47½	.47½	.47¾	.19¾
RYE.						
July ...	.98¼	.98¼	.98	.98	.94½	.29¼
PROVISIONS.						
Lard—						
Sept. ....	8.15	8.22	7.57	7.95	8.15	5.07
Dry Salted Bellies—						
Oct. ....	9.12	9.12	8.70	8.90	9.20	...
Winnipeg.						
WHEAT.						
July ...	.88	.89¾	.87½	.88¼	.88	.53
OATS.						
July ...	.42	.42½	.42	.42¾	.42¾	.33¾

Cash prices follow:

Chicago—Wheat, No. 2 hard, \$1.06@1.06¾; No. 1 mixed, \$1.06. Corn, No. 2 yellow, 62½¢@63½¢; No. 2 mixed, 62½¢. Oats, No. 2 white, 46¼¢@46½¢; No. 3 white, 45@45½¢.

## FUTURE CONTRACTS.

## COFFEE, SUGAR AND COCOA EXCHANGES.

## COFFEE.

## NO. 7—CONTRACT A.

	High.	Low.	Close.	Prev. Close.	Last Year.
Sept. ...	6.05	6.05	*6.00	6.12	6.22
Dec. ...	6.22	6.10	6.10@6.12	6.24	6.08

\*Nominal.

## SANTOS NO. 4—CONTRACT D.

	High.	Low.	Close.	Prev. Close.	Last Year.
July ...	8.42	8.24	8.25	8.42	9.71

## MILD—CONTRACT H.

	High.	Low.	Close.	Prev. Close.	Last Year.
Sept. ...	10.20	10.20	*10.20	10.14	...

\*Nominal.

## SUGAR.

	High.	Low.	Close.	Prev. Close.	Last Year.
Sept. ...	1.61	1.55	1.60	1.57	1.04
Dec. ...	1.68	1.62	1.67@1.68	1.65	1.03

Total sales, 81,350 tons.

## COCOA.

	High.	Low.	Close.	Prev. Close.	Last Year.
July ...	4.61	4.61	*4.72	4.65	...
Sept. ...	4.88	4.75	*4.85	4.78	4.19

\*Nominal.

## COMMODITY EXCHANGE, INCORPORATED.

## RUBBER.

## NO. 1 STANDARD CONTRACT.

	High.	Low.	Close.	Prev. Close.
September ....	8.30	7.76	8.30b	7.65@7.70
May .....	9.10	8.65	9.10	8.48t

b Bid. t Traded.

Sales, 10,620 long tons.

## SILK.

	High.	Low.	Close.	Prev. Close.
July .....	2.21	2.19	2.19@2.22	2.22
August .....	2.14	2.12	2.13@2.16	2.18

Sales, 1,950 bales.

## HIDES.

	High.	Low.	Close.	Prev. Close.
September ....	13.50	13.40	13.50@.60	13.30
June .....	14.30	14.30	14.45	14.10

Sales, 2,360,000 pounds.

## New York Futures.

## SILVER.

	High.	Low.	Close.	Prev. Close.
July ....	38.72	38.55	38.85n	38.25t
Aug. ....	38.75	38.75	39.00n	38.37n

n Nominal. t Traded.

Sales, 7,275,000 ounces.

## COPPER.

	High.	Low.	Close.	Prev. Close.
Dec. ....	8.59	8.50	8.47@8.53	8.55@8.59
Mar. ...	8.85	8.76	8.79n	8.85n

n Nominal.

Sales, 375 tons.

## London.

	Yesterday.	Monday.
	f. s. d.	f. s. d.
Copper, spot .....	38 11 3	38 1 3
Copper, futures ...	38 15 0	38 5 0

Bankers (3) ..... 58  
 Banca Com Ital. 140  
 Bank of N Y Tr (14) ..... 300

# NEW YORK TRUST COMPANIES.

County (2,40) ..... 272  
 Empire (1) ..... 277  
 Fulton (12) ..... 272  
 Guaranty (20) ..... 272

## RUNDOWN FOR ALL HALF-MEASURE.

(Financial, Sports, General.)  
 ALLOW TEN (10) POINTS AFTER RUN-DOWN.

ETAOINSHRDLUC Yale (17).  
 ETAOINSHRDLUC Williamson .....L  
 ETAOINSHRDLUC Harrison .....L

## RUNDOWN FOR 9 PICAS.

(Out-of-Town Exchanges)  
 ALLOW SEVEN (7) POINTS AFTER RUN-DOWN.

ETAOIN	Sales.	High.	Low.	Last.
ETAOIN	10,000 Tono	Belm .58	.58	.58
ETAOIN	100 Tono	Min. 1%	1%	1%

## BUSINESS

### COMMERCIAL PAPER.

Yesterday ..... 4 per cent for the best names  
 Thursday ..... 4 per cent for the best names  
 The quotations are for three-fourths' paper.

### ARRIVAL OF BUYERS.

Note abbreviations and omissions.

#### RETAIL.

AKRON—C. H. Yeager Co.; F. H. Hook, men's furnishings, boys' clothing, luggage; 128 W. 31st (Kirby, Block & Fischer).  
 BALTIMORE—Hutzler Bros. Co.; M. L. Parsons, women's hosiery, basement; 1,440 Bway (Assoc. Mds. Corp.).  
 BOSTON—Chandler & Co.; Miss E. M. Denison, dresses; 240 Madison Av.; 9th floor.

#### WHOLESALE.

CHICAGO—Hammerman & Sons; L. H. Kahn, infants', children's, misses' knit goods; Barbizon-Plaza.  
 CINCINNATI—Alms & Doepke Co.; E. J. Allen, men's furnishings, underwear, hosiery; 350 Bway.

## NEW YORK BANKS.

### Manhattan and Bronx.

Bank of the Man- hattan Co (2) 201/4 221/4 201/4  
 Chase (2) ..... 241/4 261/4 241/4

National Safety.. 21/2 41/2 21/4  
 Penn Exchange... 5 9 51/2  
 Public (2) ..... 24 26 241/4

### Manhattan and Bronx.

County (2,40) ..... 272  
 Empire (1) ..... 277  
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## ASSIGNMENTS.

(Flush and indent NUT.)

MOE LEVINE AND ISIDORE ROSENBERG, men's furnishings, 12 Cortlandt St., have assigned to Asa S. Herzog, 220 E. 42d St.

## BANKRUPTCY PROCEEDINGS.

(Flush and indent NUT.)

### EASTERN DISTRICT.

#### Petitions Filed—Against

GLO-NAN FROCKS AND GOWNS, Inc., ladies' apparel, 304A Utica Av., Brooklyn, by Audre Frocks, Inc., \$329.55; Pierre Modes, Inc., \$219.50, and Zorne Frocks, Inc., \$25.

#### Petitions Filed—By

FRED WILBUR BAUM, technical operator, 28 Castleton Park, S. I.—Liabilities \$1,054 and no assets.

#### Receivers Appointed.

The Irving Trust Company was designated in the following cases:  
 THE SLIPPER SHOPPE, 612 Main St., New Rochelle.

#### Schedules Filed.

PHILIP GROSS, salesman in employ of Variety Scenic Studios, at 254 W. 54th St., residing at 158 W. 35th St.—Liabilities, \$106,852; assets, \$1,325. Principal creditors listed are Abraham Fish, \$25,600; Sellig Edelman, \$13,000; Charles Howard Levitt, \$9,875.

### IN OTHER DISTRICTS.

Special to THE NEW YORK TIMES.

CHICAGO, Jan. 4.—Petitions in bankruptcy filed here today included:

Harry Mohlmann, florist, 1,505 E. 53d St., voluntary. Liabilities \$9,126; assets, \$462.  
 UTICA, N. Y., Jan. 4.—Bankruptcy petitions filed here today included:

Sanford T. Blair, insurance agent, scheinad. Liabilities, \$16,848; not assets.  
 Herbens, Inc., Albany. Petition filed without schedules.

## MECHANICS' LIENS.

(Flush and indent NUT.)

### In New York County.

LEXINGTON AV, 841; Isidor J. Paiser against Israel E. Pike, Edwin L. Kalish, Isaac Peiser and estate of Caroline P. Sugden, deceased, owners and contractors. \$137.00

### In Kings County.

OCEAN AV, 2,010; Max Schnee against Mayer Burnofsky et al., Dec. 4, 1931 \$663.00  
 SAME PROPERTY; same against Coronet Realty Corp., Dec. 4, 1931.....\$663.00

### In Bronx County.

JEROME AV, 2,876-80; Sirwell Painting and Decorating Co., Inc., against Jerome Associates, Inc., Nov. 17, 1931..\$3,000.00

### In New Jersey.

#### HUDSON COUNTY.

JERSEY CITY—West Side and Pollock Avs, s w cor, 1-story brick laundry; William and Max Doyné, trading as Prospect Hill and Lumber Co., against Patrizio Construction Co., Inc., contractor; Hudson County Crystal Wet Wash Co., owner, Dec. 15, 1931 .....\$1,592.90

### In Westchester County.

MOUNT VERNON—792 S. 3d Av; A. T. Mackenzie, Inc., against Laura C. Phelan, owner .....\$29.00

**In Nassau County.**

CEDARHURST—415-20 Church Av; Venice Tile Co., Inc., against Cedarhurst Builders, Inc., owners and contractors...\$350.00

**In Suffolk County.**

BABYLON—Lot 27, map of property of J. H. W. Strong; Stephen Tichansky against William C. Cramer, owner, and Donald H. Washburn, contractor .....\$125.00

**SATISFIED MECHANICS' LIENS.**

(Flush and indent NUT.)

**In New York County.**

113TH ST., 203 WEST; A. B. See Elevator Co., Inc., against Hatikvah Realty Corp., July 3, 1931 .....\$333.25

**Wills for Probate.****Manhattan.**

BLOUT, EMANUEL (Sept. 3). Estate, more than \$20,000. To Fannie Blout, widow, 1,160 Park Av., life estate in residue; Mattie Mayer, sister, \$2,500. Norman S. Goetz, 116 Park Av., executor.

**Letters of Administration.**

Granted by Surrogate Foley on these estates:

VALENTI, JENNIE (Nov. 29). Estate, \$1,200. To Lorenzo V. Valenti, husband, 353 57th St. Other heirs, five children.

**Kings.**

BABCOCK, LOUISE (Nov. 25). Estate, \$6,000 real, \$300 personal. To Albert Babcock, husband, executor, 216 9th St.

**JUDGMENTS.**

(Flush and indent one em. Allow 25 points for figures.)

Filed yesterday; the first name is that of the debtor:

**In New York County.**

Ax, Bertha—P. Colro..... \$131.41  
Albota, John—J. C. Rochester & Co., Inc. .... 107.17  
Bernard Nathan Co., Inc., and Chase Hosiery Co., Inc.—N. Natelson ..... 3,814.77

**In New Jersey.****HUDSON COUNTY.**

Capizzi, Tomaso and Paris—Levenson, Comen & Levenson..... \$165.74  
Reardon, John—Fred G. Rossing... 500.00

**SATISFIED JUDGMENTS.**

(Flush and indent one em. Allow 25 points for figures.)

The first name is that of the debtor, the second that of the creditor and the date when judgment was filed:

**In New York County.**

Constantino, Emanuel, and Christ A. Yankou—The People, &c., Oct. 19, 1931 (vacated).....\$1,000.00  
Same—Same, Oct. 19, 1931..... 200.00

**BRONX BUILDING PLANS.**

Castle Hill Av., s w corner of Story Av.; one-story stores, 41 by 47 ft; Henry Duhne, owner; B. Eberling, architect; cost \$9,000.

**CORPORATE CHANGES.****New York State.**

Special to THE NEW YORK TIMES.

ALBANY, N. Y., Aug. 20.—These notices of corporate changes were filed today:

**CAPITAL INCREASES.**

Caliwine Products Co., Manhattan, 4,000 to 8,000 shares, of which 4,000 are preferred, \$25 each; 4,000 common, no par.

**SURRENDER OF AUTHORITY.**

Improved Equipment Co., Colorado.  
Foster Merriam Co., Connecticut.

**DISSOLUTIONS**

Herbert Kennedy Co., Manhattan

**NEW INCORPORATIONS.**

Allow 36 Points for 100 shs com.

**NEW YORK CHARTERS.**

Special to THE NEW YORK TIMES.

ALBANY, N. Y., Jan. 6.—One hundred and twenty new corporations, with an aggregate capitalization of \$1,089,900, were reported by the Secretary of State today. They include:

**Manhattan.**

B. & S. Operating Co., garage—1,341 Broadway..... \$10,000  
Meyer Miller, paints—Exco Lawyers Albany Service, 11 Nassau St..... 50 shs com  
Middlesex Publishing House—C. K. Rath, 10 E. 40th St..... 10,000  
Ranor Hat Co., millinery—D. Klisch, 81 Maiden Lane..... 100 shs com  
Ray, S. Co., drugs—S. D. Tanenloff, 11 Park Place..... 10,000  
U. S. Casing Co., sausage casing—P. H. Goldbaum, 1,400 Broadway..... 10,000  
Ruiner Holding Corp., realty—E. Morgenhauser, F. Behr, 60 E. 42d St..... 100 shs com  
Riverdale Recreation Centre, bowling, billiards—F. Behr, 60 E. 42d St..... 10,000  
Morris Katz Leather Co.—Grossman & Gitter, 47 W. 54th St..... 20,000  
26 East Tenth Street Realty Corp.—N. H. Stone, 25 W. 43d St..... 50 shs com  
Stephen Kende, cleaning, dyeing—W. Myerson, 120 W. 42d St..... 200 shs com  
Supreme Junior Coat Co., apparel—L. Braun, 225 Broadway..... 40,000  
Haven Transportation, garage—W. H. Susman, 2,083 Creston Av., Bronx..... 5,000  
Clover Amusement Co., amusement resorts—S. Radesch, 110 W. 40th St..... 100 shs com  
209 East 166th Street Realty Corp.—Rohston & Rotkush, 261 Broadway..... 200 shs com  
Ellen Dougherty, apparel—McLaughlin & Stickle, Manhattan..... 300 shs com  
Warren Sales, school supplies—W. R. Foster, 140 Nassau St..... 500 shs com  
Ariamont Novelty Co.—Exco Lawyers Albany Service, 110 Nassau St..... 5,000

**REAL ESTATE.**

Indent all agate hanging matter under real estate a nut quad.

When the name of a firm appears as 59 Forty-first Avenue Co. spell out Forty-first Avenue.

Do not use period after St, Av, w s, e s, &c. Abbreviate Corp., Co., Const., Inc., mtg., p. m., &c. Spell out five-story, one-family, &c. Use dash after the town, as:

CORONA—86th St, &c.

Do not transpose East, West, &c., in Brooklyn streets. When Nominal or a sum of money is given, leaders are to be used; semicolon to be used following property involved, also before mortgage and p. m. Spell out Nominal.

In Queens addresses use hyphen, as 48-54 89th Av.

**REAL ESTATE TRANSFERS.****Kings County.**

*Unless otherwise indicated, the price is nominal.*

GEORGIA AV. 704; M. Tuchman and wife to J. Kornreich, 31-37 36th St., Queens; mtg. \$4,000 (14-4296).

**Queens County.**

MEADE ST. e s, 150 ft s of Edsell Av. 16x 100, Glendale; C. Hess to A. M. Miller, 66-20 52d Av., Winfield (10-2426).

**Nassau County.**

FLORAL PARK CREST—Lots 16, 17, Block 24; Joseph C. Hesselbach and others to Ye Olde Realty Corp., 1,231 Broadway, New York.

**BUILDING PLANS.****Kings County.**

GRAND ST. 655, one two-story brick building for two families and store; M. Meseritz, premises, owner; L. Meltzer, 50 Court St., architect .....\$8,000

**LEASES RECORDED.****Kings County.**

BOWERY, n e cor of West 15th St.; L. Balzarini et al. to D. Lane, 3,203 Snyder Av.; Jan. 1, 1932, for 5 years, at \$50,000 for the entire term (21-7074C).

**NEW PARTNERSHIPS.****Kings County.**

MODERN FLOORING CO., 8,823 20th Av.—Joseph Grenberg and Samuel Seifer.  
FLORENCE SHOPPE, 436 Graham Av.—Florence Weiner.

**MARRIAGE LICENSES.****Brooklyn.**

DUNNE, Miss EDNA, 30 years old, of 308 Garfield Place and Henry Kracke, 28, of Lynbrook, L. I.

**Queens.**

ARSENAULT, Miss MARY, 23 years old, of 55-18 37th Av., Woodside, and Herman Phillips, 21, of 39-20 61st St., Woodside.

**REAL ESTATE AT AUCTION.**

Results of other auction offerings yesterday were as follows:

By EDWIN J. McDONALD.

W. 109th St., 306, 25 by 100.11 feet; five-story flat; due, \$14,100; taxes, cost, &c., \$482; prior mortgage, \$36,000; to Samuel Barman, plaintiff, for \$43,000.

**MANHATTAN TRANSFERS.**

West St., north corner of Morris St., 120.2 by 85.5; Gening Realty Corporation to Alvina Karber, 107-30 122d St., Richmond Hill; mortgage, \$300,000.  
48th St., 412 W., 25 by 100.5; Nerros Realty Corporation to Sidney G. Spero, Lynbrook, L. I.; mortgages, \$17,250.

**TRANSFERS IN THE BRONX.**

174th St. (11-2921), s s, 100 ft e of Madison Av., 20 by 100 ft; Annie A. Cobb to Claremont Holding Company, 3,891 3d Av.; mortgage, \$5,000.  
Sherman Av. (9-2446) e s, 184 ft north of 163d St., 43 by 104 ft; Max Dubinsky to Fannie Dubinsky, 960 Sherman Av.; mortgage, \$46,500.

**MANHATTAN MORTGAGES.**

Olivotti Building, Inc., Alessandro Olivotti, president, gave a mortgage to Vera M. Gerli for \$80,000, payable April 22, 1934, at 5½ per cent, on the southeast corner of Madison Av. and 72d St., half a block on the avenue and 40 feet on the street, a five-story building, subject to a first mortgage for \$430,000, which will be due also on April 22, 1934.

**APARTMENT LEASES.**

Harry B. Hirschberg and Laurens A. Williams, in 41 5th Av.; Edward J. Churchill and James W. Finch, in 145 West 55th St.; Samuel V. Jones, in 2,820 Bailey Av.; Arthur Mahoney and James Michaels, in 2,840 Bailey Av.

**BUSINESS LEASES.**

Martindale Mercantile Agency, Inc., major part of ninth floor in 21 West St. Building; William A. White & Sons, brokers. The lessee has been in the City Hall section for about twenty years. The company publishes the Martindale-Hubbell Law Directory.

**MANHATTAN ALTERATIONS.**

Chatham Square, 14; to three-story storage and store; Charles Salomone, owner; Matthew W. Del Gaudio, architect; cost, \$4,000.

**SPORTS.**

- a Results and summaries of athletic events are set flush and one em. Use figures for the number of points made in all contests.
- b In athletic contests abbreviate "athletic association" to A. A., "athletic club" to A. C., "bicycle club" to B. C., "boat club" to B. C., &c., when preceded by the distinctive name, as New York A. A., Manhattan A. C., Schuylkill B. C.; also Y. M. C. A., &c.
- c Set time thus: Time—3:01, 2:55½, 2:20, 0:53 (not 53s.).
- d In turf matter put weights and penalties in figures. Supply the word "pounds" only once in each race, after the figures indicating the weight the first horse carries. Capitalize stake or stakes only when preceded by the name. Betting—2 to 1, 25 to 12. In the body of the matter, in the tabular part and in telegraphic matter, contract as follows immediately before or after the name of a horse: b. c., blk. f., br. h., ch. m., gr. g., r. s., &c., also imp. Spell out "play or pay," "half forfeit," &c. Use an em dash between the names of the sire and dam of a colt or filly. Set 2-year-old colt, &c.; 3-year-olds, &c. Do not capitalize judge, referee, timer, &c. Follow copy as to 2d and II in the names of horses—Sarazen 2d, Dobbin II.
- e Use em dashes in sports results when written as: Score 7—1, tied 4—4, triumphed 3—1, &c. If in copy, set: Score of 7 to 1, triumphed 3 to 1, tied at 4 to 4, &c. Hyphenate when used as an adjective, as: It was a 3-1 triumph for Yale; scored a 7-to-1 victory, ended in a 4-4 tie, &c.

f In telegraphic baseball items set "Chicago 2, Detroit 2"—not "Chicagos," "Detroits," &c.  
 g In golf summaries run in, the totals of "out" and "in" play are set thus: 80, 88—168; handicap totals, 83—10—73. The two forms are easily distinguished by addition and subtraction. When no side heads are used, set plain paragraph.

h Set the time of yacht, boat and foot races the same as for horse races: 4:10:23, 2:49½, 0:51. Spell out the words hours, minutes and seconds after the time one yacht or runner, &c., beats another. In yacht races, where the time of the race and the hour of the day are given, set thus: The Puritan started at 9:30 and reached the stakeboat at 2:15:20 (meaning at 15 minutes 20 seconds past 2 o'clock), making the race in 4:45:20 (meaning in 4 hours 45 minutes 20 seconds), beating the Priscilla 6 minutes and the Genesta 9 minutes 15 seconds. Capitalize Star Class, &c., and use figures in 4-meter boats, &c.

i Set the time of lacrosse, polo, handball, tug-of-war, wrestling and similar matches thus: 3½ minutes; 45 seconds; 1 hour and 20 minutes, &c.

j In foot races, walks, &c., set 100-yard race, 440-yard race, one-mile walk, ten-mile run.

k In dog-show stories, when the possessive case is indicated, put apostrophe thus: Boston Kennels', New York Kennels', &c.

l In football games use figures, as 10 yards gain, 20-yard mark; but two downs, &c., were made; lineman (a player), linesman (an official). In basketball set it half-time.

m Capitalize Conference standing alone when it refers to a group or league of football teams. Capitalize Olympic Games. Lower-case metropolitan district in tennis, golf, &c., also world's series, baseball.

n Seminola Park. Seminole Racing Park.

o St. Antony (no "h") Club. St. Anselm's A. C.

The following examples of setting are selected at random and are based on usual practice. They are subject to special circumstances, however, and when a departure is made the copy will plainly indicate the new form.

## BASEBALL.

BUFFALO (I).	NEWARK (I).
ab.r.h.po.a.e.	ab.r.h.po.a.e.
Mulleavy, ss. 5 2 3 2 4 0	Neun, 1b. . . . . 3 2 1 7 0 0
Th'pson, 2b. 3 1 0 3 3 0	Rolfe, ss. . . . . 2 3 1 6 2 0
Koen'cke, cf. 4 0 2 2 0 1	Hoag, lf. . . . . 4 2 2 2 0 0
Tucker, rf. . . . . 5 3 0 0 0 0	S'ltzg'v'r, 3b. 5 1 3 0 1 0
Mueller, lf. . . . . 3 0 0 2 0 0	Pucin'li, rf. 5 1 2 5 0 0
Smith, 1b. . . . . 4 0 1 8 0 0	Watwood, cf. 4 1 0 1 0 0
Brown, 3b. . . . . 3 0 1 2 2 0	Schalk, 2b. . . . . 4 1 1 0 3 0
Crouse, c. . . . . 2 0 0 1 0 0	Stack, c. . . . . 4 1 3 6 1 0
Gallivan, p. . . . . 0 0 0 0 0 0	Weaver, p. . . . . 3 0 1 0 1 0
Brewer, p. . . . . 3 0 0 0 2 0	Murphy, p. . . . . 2 0 0 0 0 0
Kenny, c. . . . . 2 0 0 3 0 0	
Tarr, 1b. . . . . 0 0 0 1 0 0	
aCarnegie . . . . . 1 0 0 0 0 0	
Total . . . . . 35 3 10 24 11 1	Total . . . . . 36 12 14 27 8 0
aBatted for Brewer in ninth.	
Buffalo . . . . . 0 0 0 0 2 1 0 0—3	
Newark . . . . . 5 0 0 1 0 1 4 1.—12	

## International League.

Toronto 7, Newark 1.

### AT ROCHESTER.

										R. H. E.
Montreal	.....	0	0	0	0	0	2	0	—	2 9 3
Rochester	.....	3	0	2	0	3	0	0	—	8 11 1
Batteries—Shawkey, Yarnell and Daly; Bell and Morrow.										
Other clubs not scheduled.										

### STANDING OF THE CLUBS.

		W.L.P.C.		W.L.P.C.
Toronto	....	43	33	566
Rochester	....	41	36	539
Baltimore	....	43	38	531
Montreal	....	39	35	527
Reading	....	37	34	521
Newark	....	39	40	494
Buffalo	....	38	41	446
Jersey City	....	29	48	377

### WHERE THEY PLAY TODAY.

Newark at Toronto.	
Jersey City at Montreal.	
Reading at Rochester.	
Baltimore at Buffalo.	

## BASKETBALL.

### Basketball Team, 36-22.

The line-up:

AMHERST (36).	G.F.P.	CLARK (22).	G.F.P.
Reynolds, lf. . . . . 4	2 10	Gallagher, lf. . . . . 1	0 2
Van Nostrand, 0	0 0	Vinciguera, . . . . . 0	0 0
Burwick, . . . . . 0	0 0	Otolle, rf. . . . . 6	3 5
Huff, rf. . . . . 3	1 0	Dworin, c. . . . . 1	2 4
Merchant, . . . . . 0	0 0	Graham, . . . . . 0	0 0
Gregg, c. . . . . 3	3 9	Donabedian, lg. 0	0 0
Neilson, . . . . . 0	0 0	G. French, . . . . . 0	0 0
Tocker, . . . . . 0	0 0	W. French, . . . . . 0	0 0
DaPasqua, lg. 3	1 7	Brierly, rg. . . . . 0	1 1
Warner, . . . . . 0	0 0		
Richardson, . . . . . 0	0 0	Total . . . . . 8	6 22
Mills, rg. . . . . 1	1 3		
Marriot, . . . . . 0	0 0		
Total . . . . . 14	8 36		

## College and School Results.

### Colleges.

Baylor 53.....	Oklahoma Baptist 37
Bluffton 62.....	Illinois State Normal 44

### Schools.

STOCK EXCH. (34).	G.F.P.	GEO. WASH. (31).	G.F.P.
Meyer, lf. . . . . 3	0 6	Hildebr'dt, lf. . . . . 1	1 3
Donnelly, rf. 62	0 4	Flanagan, rf. . . . . 2	4 8
Connors, . . . . . 1	2 4	Vogt, c. . . . . 0	0 0
Smith, c. . . . . 2	2 6	W. Cordts, . . . . . 0	0 0
Hammil, lg. . . . . 4	2 10	Kusick, . . . . . 2	0 4
R. Muller, . . . . . 1	0 2	Cheronet, lg. . . . . 2	0 4
A. Muller, rg. 1	0 2	Sherwood, . . . . . 2	0 4
		Kunz, rg. . . . . 0	0 0
		Schoppemeyer, . . . . . 4	0 8
Total . . . . . 16	6 34	Total . . . . . 13	5 31

## BOATING.

### Navy Varsity.

	Age.	Ht.	Wt.
Bow—Bagdanovich	.....23	6.00	182
No. 2—Russell	.....20	6.01	194
No. 3—Butts	.....20	5.11	185
No. 4—Woerner	.....22	6.01	197
No. 5—Anderson	.....20	6.03	198
No. 6—Pirie	.....20	6.03	185
No. 7—Westophen	.....20	5.11	178
Stroke—Strong	.....22	6.01	178
Coxswain—Miller	.....21	5.04	115
Average	.....21	6.01	186
Harvard Junior Varsity—Bow, Austin T. Gray; 2, Davis S. Lanier; 3, Morris R. Brownell Jr.; 4, Don S. Greer; 5, James De W. Hubbard; 6, Bernard J. Harrison; 7, Allerton Cushman; stroke, James Lawrence Jr.; coxswain, Robert W. Herr.			

**BRIDGE.**

Capitalize locations of players, East, West, North, South.

**CRICKET.**

The score:

**ST. GEORGE'S C. C.**

C. Carter, b. Davis.....	0
F. Mitchell, b. Davis.....	4
R. Howe, c. A. Joseph, b. R. Joseph.....	13
E. Batt, l. b. w., b. Johnson.....	3
W. C. Block, b. Davis.....	2
R. Crowther, c. Lauder, b. Davis.....	3
Claude Littledale, not out.....	14
Charles Littledale, c. A. Joseph, b. Hall.....	1
C. Holt, b. Davis.....	4
T. Hall, c. and b. Davis.....	0
Extras.....	12
Total.....	56

**COLUMBIA OVAL.**

J. Davis, c. Batt, b. Howe.....	9
A. Roach, b. Claude Littledale.....	0
A. Joseph, c. Howe, b. Claude Littledale.....	6
F. Johnson, l. b. w., b. Claude Littledale.....	1
R. Joseph, l. b. w., b. Mitchell.....	22
C. Lauder, b. Claude Littledale.....	0
R. Hunt, run out.....	9
F. Hall, b. Claude Littledale.....	0
J. Hunt, b. Mitchell.....	3
C. Wild, not out.....	4
Extras.....	1
Total.....	55

Bowling: R. Joseph, 1 for 24; Davis, 6 for 10; Johnson, 1 for 9; F. Hall, 1 for 1; Claude Littledale, 5 for 26; Howe, 1 for 14; Mitchell, 2 for 12.

**DOG SHOWS.**

The summaries:

Puppy, Dogs—First, Mrs. Cliff Orr's Domino Spurr; second, Gladmore Kennels' Gladmore Acrobat; third, Tally-Ho Kennels' Tally-Ho Boy Friend.  
 American-Bred, Dogs—First, Henry Burtis's Teddy; second, Tally-Ho Kennels' Tally-Ho Bill C.; third, Gladmore Kennels' Gladmore Factor.  
 Limit, Dogs—First, Gladmore and Tally-Ho Kennels' Silverden Imperial; second, Charlotte B. Fox's Admiral; third, Gladmore Kennels' Rugby Blondin.  
 Bred by Exhibitor, Dogs—First, Tally-Ho Kennels' Ch. Tally-Ho Last of Sunstar; second, Tally-Ho Kennels' Ch. Tally-Ho After Thought; third, Gladmore Kennels' Gladmore Factor.  
 Open, Dogs (Not Exceeding Six Pounds)—Won by Mrs. Herbert L. Mapes's Toydon Wee Romeo; second, Mrs. C. MacLevy's Aye Won.  
 Open, Bitches (Black or Black and Tan)—Won by Mrs. John Dyneley Prince Jr.'s Rajette of Wu Kee; second, Mrs. Loring Washburn's Heitz; third, Mrs. Edgar W. Miller's Picaninny.  
 American-Bred Dogs (Any Other Color)—Won by Mrs. Carrie Sass's Lotty Junior; second, Mrs. F. C. McAllister's King's Point O My; third, Mrs. Loring Washburn's Shih Yu San.  
 Winners, Bitches—Ch. Clamarlow Pung Yen; reserve, Ku Rai of Remenham o' Orchard Hill.

**FENCING.**

Jose de Capriles (New York University) halved with Tracy Jaekel (Fencers Club) 3-3, and defeated Malcolm Hammerschlag (Salle d'Armes Vince) 3-2, Curtis Sears

(N. Y. A. C.) 3-2, Miguel de Capriles (University Fencers Club) 3-2, Max Kapher (University Fencers Club) 3-2; Miguel de Capriles defeated Jaekel 3-2, Hammerschlag 3-1, Shears 3-2.

No comma after parenthesis, and only a semicolon to separate the sets of bouts, where one man defeats a number of opponents.

**FOOTBALL.**

<b>PRINCETON (21).</b>		<b>CORNELL (10).</b>	
Lawler.....	L. E.....	Wickham	
Whyte.....	L. T.....	Anderson	
Caldwell.....	L. G.....	Steinway	
Howe.....	C.....	Keen	
Blake.....	R. G.....	Towson	
Barfield.....	R. T.....	Wakeman	
Moesser.....	R. E.....	Alexander	
Baruch.....	Q. B.....	Hoekelman	
Wittmer.....	L. H.....	Sinclair	
Norman.....	R. H.....	Balderson	
Miles.....	F. B.....	Beck	

**SCORE BY PERIODS.**

Princeton.....	7	7	0	7-21
Cornell.....	7	3	0	0-10
Touchdowns—Wittmer 2, Miles, Wickham.				
Field goal—Anderson. Points after touchdown—Baruch 2 (drop kick). Wittmer (placement). Anderson (placement).				

Substitutions—Princeton: Strubing for Baruch, Owen for Norman, Lowry for Owen, Miles for Lowry, Cornell: Richards for Steinway, Katz for Anderson, Shoemaker for Richards.

Referee—Schwartz, Harvard. Umpire—Palmer, Yale. Field judge—Jones, Holy Cross. Linesman—E. J. Ryan, Dartmouth. Time of periods—15 minutes.

**Scholastic Football Records.**

<b>AMITYVILLE.</b>		<b>EAST HAMPTON.</b>	
8—Mineola.....	0	26—Hempstead J.V. 0	
7—Bay Shore.....	0	0—Southampton.....	7
13—Riverhead.....	0	6—Westhampton.....	6
6—Sewanhaka.....	12	6—Babylon.....	19
13—Babylon.....	2	6—Greenport.....	12
14—Greenport.....	6	6—Patchogue.....	7
13—Patchogue.....	6	6—Riverhead.....	6
74.....	26	56.....	57

**GAELIC FOOTBALL.**

<b>KERRY (15).</b>		<b>NEW YORK (7).</b>	
O'Keefe.....	Goal.	Hanlon	
Whitty.....	F. B.....	Furlong	
O'Connor.....	C. H.....	Kiely	
Jack Walsh.....	R. F. B.....	Garvey	
O'Donnell.....	L. F. B.....	M. Ormsby	
Stack.....	R. H. B.....	McGoldrick	
Healy.....	L. H. B.....	Tuite	
Spring.....	C. F.....	Marsden	
W. Landers.....	C. F.....	Armitage	
Regan.....	40 yds.	R. Ormsby	
Doyle.....	R. W. F.....	Duggan	
John Walsh.....	L. W. F.....	Kelliher	
O'Sullivan.....	R. F. F.....	Gann	
T. Landers.....	L. F. F.....	Murphy	
Kinnerk.....	F. F.....	Mangan	
Goals—Kerry: Kinnerk 2, T. Landers, O'Sullivan, New York: None.			
Points—Kerry: Kinnerk 2, W. Landers, New York: Duggan 5, R. Ormsby, Murphy.			
Referee—Wrynn. Time of halves—30 minutes.			

**HURLING.**

Same layout as Gaelic Football.

**GOLF.****The summary:**

First Sixteen—F. W. Knight, Whitmarsh, 76, 82-158; M. Risley, Atlantic, 80, 80-160; N. H. Maxwell, Woodbury, 86, 77-163; Pat Grant, Cricket Club, 86, 80-186; H. Cook, Merion, 83, 83-166; A. F. Kammer, Baltusrol, 80, 88-168; B. E. Sherwood, Merion, 79, 80-169.  
Miss Madge Miller, Grand Rapids, Mich., defeated Miss W. G. Deemer, Evanston, Ill., 1 up (19 holes); Miss M. Edwards, Chicago, defeated Mrs. W. B. Brown, Chicago, 6 and 5.

**The score by holes:**

Out .....5 4 4 3 4 3 5 6 5-39  
In .....4 5 4 5 4 5 4 4 4-37-76

**The scores:**

E. M. Wild, Baltusrol.....75 75-150  
J. Mitchell, Montclair.....79 72-151  
B. Beebe, West End.....77 77-154

**The summaries:**

W. H. Thayer, Crow Point.....83-10-73  
J. H. Churchill, Wollaston.....89-12-77  
L. B. Patton, Homestead.....84-6-78

**Near-By Links.**

Woodway—Sweepstakes—Morning Round:  
H. M. Ridabock, 82-7-75; A. W. Stark, 90-11-79; Christy Payne, 93-11-82.

**HOCKEY.****The line-up:**

**RANGERS (6).** **CANADIENS (2).**  
Roach .....Goal..... Hainsworth  
Seibert .....Defense..... S. Mantha  
Johnson .....Defense..... Burke  
Boucher .....Centre..... Morenz  
Bill Cook .....Wing..... Gagnon  
Bun Cook .....Wing..... Joliat  
Gainor .....Spare..... Mondou  
Dillon .....Spare..... Leduc  
Murdoch .....Spare..... Larochelle

**First Period.**

No scoring.

**Second Period.**

1—Rangers, Dillon (Murdoch, Seibert) 7:13  
2—Rangers, Keeling (Gainor).....10:13  
3—Canadiens, Lepine (Gagnon).....16:19  
4—Rangers, Dillon (Murdoch).....16:46  
5—Rangers, Bill Cook.....18:51

**Third Period.**

6—Rangers, Bun Cook..... 0:31  
7—Canadiens, Joliat (Gagnon)..... 1:50  
8—Rangers, Bill Cook (Boucher, Bun Cook)..... 3:10  
Penalties—First period: Seibert, Somers, Johnson, Morenz (2 minutes each). Second period: Burke, Desjardins, Johnson 2, Joliat (2 minutes each). Third period: Seibert, Brennan, Leduc (2 minutes each). Referees—Hewitson and Goodman. Time of periods—20 minutes.

## Results, Standing, Schedule In National Hockey League

**Last Night's Results.**

Rangers 6, Canadiens 2.  
Toronto 9, Americans 3.  
Boston 6, Detroit 2.  
Chicago 1, Maroons 1 (overtime).

**Standing of the Clubs.****INTERNATIONAL GROUP.**

	W.	L.	T.	Pts.
Toronto .....	6	5	4	16
Americans .....	5	5	5	15
Canadiens .....	6	6	3	15
Maroons .....	4	9	2	10

**AMERICAN GROUP.**

	W.	L.	T.	Pts.
Rangers .....	9	2	4	22
Chicago .....	5	5	5	15
Boston .....	6	5	2	14
Detroit .....	4	8	3	11

**Tomorrow Night's Schedule.**

Toronto vs. Canadiens at Montreal.

**HORSE SHOWS.**

Hunters (not over 16.3 hands, to be ridden by lady riders)—Won by Piping Rock Stable's ch. g. Norton, ridden by Miss Irma Brown; George Chadwick's b. m. Geraldine, second.

**LACROSSE.**

**NAVAL ACAD. (5).** **JOHNS HOPKINS (3).**  
Welch .....G ..... Finn  
Bauer .....P ..... Liebersperger  
Kiernan .....C. P. .... Mallonee  
Creighton .....F. D. .... Roy  
Dyer .....S. D. .... Dotterweich  
Campbell .....T. D. .... Boynton  
Allen .....C ..... Lang  
Spring .....T. A. .... Nixdorf  
Egan .....S. A. .... Eves  
Cashman .....F. A. .... Hellfrisch  
Ransford .....O. H. .... Biddison  
Parish .....I. H. .... Logan  
Goals—Cashman 2, Campbell, Parish, Conn, Egan, Lang, Boynton.

**MOTORCYCLE RACES.****The summaries:**

Half-Mile Handicap (Amateur)—Al Krushel, New York A. C. (55 yards), first; David Lands, Bayview Wheelmen (45 yards), second; Anthony Attardi, Unione Sportiva Italiana (60 yards), third; Joseph Palmira, New York (45 yards), fourth. Time—0:56 3-5.  
One-Mile Novice (Amateur)—Lewis Berwin, Newark, first; John Franklin, Newark.

**POLO.**

<b>TEMPLETON (9).</b>	<b>LONG ISLAND (4).</b>
1—W. Reynolds	1—M. Field
2—M. G. Phipps	2—W. Post
3—W. F. C. Guest	3—D. Milburn
Back—G. Oliver	Back—D. W. Bostwick

**SCORE BY PERIODS.**

Templeton .....	1	2	1	3	2	0-9
Long Island .....	1	0	0	1	1	1-4

Goals—Templeton: Guest 4, Reynolds 2, Phipps 2, by handicap 1. Long Island: Field, Post, Milburn, Bostwick.  
Time of periods—7½ minutes each. Referee—R. Allison.

## WATER POLO.

**NAVY (40).** Ruby ..... I. F. Towhy ..... R. F. O'Bierne ..... C. F. Gragg ..... I. B. Johnson ..... R. B. Aichel ..... G. E. Touch goals—Johnson 3, Towhy 2. O'Bierne, Hayward, Raby. Thrown goals—O'Bierne, Hayward, Sanchez. Four goals—Eiterich 2. Substitutions—Navy: Sanchez for O'Bierne, Hayward for Towhy, Beard for Raby. C. C. N. Y.: Meisel for Bell, Modell for Rosenberg. Referee—Morgan, Princeton. Time of halves—8 minutes.

**C. C. N. Y. (2).**

**1000 FIRST RACE—Purse \$1000; maiden 2-year-olds; Coral Way course (about two miles, furlongs). Start good; won driving; place same. Winner, b. f., by Scraps—Ola Lee, Trainer, W. C. Weant. Time—0:22 1/2.**

Ind.	Starters.	Wt.	P.P.	St.	Str.	Fin.	Jockeys.	St.	Pl.	Sh.	To I.
3856	Ascreen Idol.	115	8	7	3	1 1/2	H. Eiston	4.40	2.30	2.50	1.20
3856	B.K. Reynolds.	115	8	7	3	1 1/2	H. Eiston	4.40	2.30	2.50	1.20
3856	Bracdale.	115	4	4	9	3 1/2	3rd H. Fishen.	...	3.00	3.60	4.50
3856	Reynour	115	4	4	9	3 1/2	3rd H. Fishen.	...	3.00	3.60	4.50
3856	Amie	115	10	10	8	4 1/2	4th Williams	...	12.90	75.05	...
3856	Tuffy	115	10	10	8	4 1/2	4th Williams	...	12.90	75.05	...
3856	Yonkers Flash.	115	10	10	8	4 1/2	4th Williams	...	12.90	75.05	...
3856	H. Exploster	115	12	12	3	5 1/2	5th Deprema	...	...	60.95	...
3856	Golden Hite	115	12	12	3	5 1/2	5th Deprema	...	...	60.95	...
3856	Belle Mystery	115	11	11	12	6 1/2	6th Hanford	...	...	16.60	...
3856	CPBright Monk	115	6	6	12	10 1/2	9th Horn	...	...	6.25	...
3856	CPBright Monk	115	1	1	12	10 1/2	9th Horn	...	...	6.25	...
3856	CPBroom	115	13	13	13	12 1/2	Clelland	...	...	295.90	...
3856	CPBroom	115	13	13	13	12 1/2	Clelland	...	...	295.90	...

aw. C. Weant entry: bTreetul & Meeker entry: cMts. A. K. Weant entry. Screen Idol ran straight and true out in the middle of the track, moved up strongly passing the furlong pole and turning on with splendid courage under punishment. Mike Reynolds broke well and hit him in the middle of the track. He faltered at the finish. Lady Bracdale snook off Tuffy Doe in the early stages. The latter broke rapidly. Prudle Broom broke to the outside when the break came and was pulled up. Tuffy Doe, Bright Monk and Yonkers Flash raced a furlong at top speed after a false break. Owners—L. W. C. Weant; 2. Treetul & Meeker; 3. E. A. Teleheart; 4. N. J. McClure; 5. W. C. Weant; 6. Chappel Brothers; 7. Salvatore Piscano; 8. W. E. Williams; 9. A. L. Wynston; 10. H. M. Woolf; 11. Mrs. A. K. Weant; 12. Meeker & Treetul; 13. Mrs. A. K. Weant.

## RACING RESULTS.

## Agua Caliente form:

By The Associated Press.

**FIRST RACE—Purse \$500; claiming; all ages; five and a half furlongs.**  
 Golden Oriole, 107. (Knapp) 4.60 3.60 2.20  
 Cerasus Lady, 107. (Knapp) ... 3.60 3.00  
 Time Shot, 107. (Cochlin) ... 8.00  
 Time—0:07 2-5. Gee Whiz, Trinket, Bill Henry, \*Silver State, Lord Douglas, \*Unknown Women, \*Miss Susan, Engineer Day and Big Bill Thompson also ran.  
 \*Field.

## Variant form of other tracks:

**FIRST RACE—Purse \$800; claiming; 4-year-olds and upward; one mile and one-sixteenth.**  
 Hold, 105. (Roderick) 7-5 1-2 1-4  
 Truxton, 109. (McLaren) ... 8-5 4-5  
 John Mill, 108. (Munden) ... 1-1  
 Time—1:48 2-5. All Told, Old Tuck, Skibo, Host, Camp Parole and Union W. also ran.

## ENTRIES.

## Jefferson Park form:

**FIRST RACE—Purse \$600; claiming; 3-year-olds; six furlongs.**

Index.	Wt.	Index.	Wt.
My Toots.	*107	3796 Harry K.	*110
3795 One Grand.	115	3796 Orkin	115
3810 Zaila	*107	1123 Claret	112
3776 Big Doug.	115	3782 Outcry	110
3728 Prin. Perox.	112	3793 My Inver	112
3814 Nervator	110	3810 Beige	115

**SECOND RACE—Purse \$600; claiming; 3-year-olds; six furlongs.**

3790 A. Col'bia.	107	3711 Transfor'n	112
3788 Halliard	*110	3772 Lady Sweet	112
3798 Bligher	115	3242 J. Jimmy	*110
3778 S. G. Will.	*110	3814 Robot	115
3747 Santander	*113	3810 Tufinuf	118
3775 Tarpon	*110	1918 Ima Dream	115

## SHOOTING SCORES.

	Hit.	H'cap.	Total.
J. D. Woods	87	18	105
J. J. Dooley	81	23	104
A. Baxter Jr.	80	24	104
W. Ferguson	92	7	99

## The score:

First Sergeant F. Hoerger, 37th Infantry, 98, 98—196.  
 Second—Captain E. R. Cotton, A. E. F., 98, 97—195.  
 Third—Corporal R. J. Titus, A. E. F., 99, 96—105.

## SOCCER.

WANDERERS (2).	GIANTS (2).
Smith	G. McClure
McCall	B. Tandler
McMillan	B. Moorhouse
Brown	H. Turner
Drucker	C. Terris
Mitchell	J. W. Herd
Lyell	O. Schwarz
Jisda	R. H. Herd
Nenadoma	C. Rice
Eisenhoffer	I. O'Brien
Adair	O. L. Hogg

Goals—Haughney, Lyell, Brooklyn Wanderers; Hogg, O'Brien, New York Giants.  
 Substitutions—Haughney for Eisenhoffer, Gold for Turner, Carnegie for Schwarz.  
 Referee—T. Dempsey. Linesmen—J. Smith and W. Donald. Time of halves—45 minutes.

## SWIMMING.

## The summaries:

**100-Yard Back-Stroke (Handicap)—Ruth Smith, unattached (4 seconds), first; Alice Lord, New York Women's Swimming Association (6 seconds), second; Eleanor Smith (scratch), third. Time—1:30 3-5.**

**100-Yard Free Style (Handicap)—Alice Lord, New York Women's Swimming Association (14 seconds), first; Ethelda Bleibtrey, New York Women's Swimming Association (scratch), second; Elizabeth Becker, Philadelphia (2 seconds), third. Time—1:18 4-5.**

**TENNIS.**

Score by points:

**FIRST SET.**

	Total.	Pts.	G.
Alexander .....	4 4 4 7 12 0 4 0 2	5-42	6
Patterson .....	1 0 1 9 10 4 1 4 4	3-37	4

**SECOND SET.**

Alexander .....	4 3 4 4 5 4 8 5 7-44	6
Patterson .....	2 5 2 6 3 5 6 3 5-27	3

**National Singles Tennis Championship.**

First Round—R. W. Seabury defeated C. B. Lamb, 10-8, 6-2, 6-3; L. E. Williams won from K. L. Simmons by default; R. L. Murray defeated Dr. William Rosenbaum, 6-0, 6-0, 6-0.

**Tennis Team Match.**

Singles—Luce, Yale, defeated Breeze, 6-4, 6-4; Ryan, Yale, defeated Phipps, 6-3, 6-4.

Doubles—Breeze and Phipps, Harvard, defeated Luce and Weiner, 6-0, 6-3; Green and Upton, Harvard, defeated Ryan and Sturtevant, 6-4, 5-7, 6-4.

**TRACK AND FIELD.**

100-Yard Dash—Won by Connors, Georgetown; Johnson, Navy, second; Jacobson, Navy, third. Time—0:10 2-10.

One-Mile Run—Won by Hennessy, Georgetown; Urquhart, Navy, second; Krarrer, Navy, third. Time—5:38.

High Jump—Won by Sexton, Georgetown; Baldauf, McPeage and White, Navy, tied for second. Height—5 ft. 11½ in.

**TROTTING.**

The summaries:

**AMERICAN HORSE BREEDER FUTURE, 3-YEAR-OLDS. PACING.**

Purse \$1,480.

Goldie King, ch. f., by Gold Bingen (Murphy) .....	1
Home Fast, b. f. (Geers) .....	2
Royal Dewey, b. g. (Martin) .....	3
Time—2:09¼, 2:08¾.	

**BOSTON HERALD, 2-YEAR-OLDS, TROT-TING.**

Purse \$1,500.

Natalie the Great, b. f., by Peter the Great (Thomas) .....	3	1
Mr. Dudley, blk. g. (Brusie) .....	1	2
Lady Mozart, b. f. (Tallman) .....	2	3
Margaret Harvester, blk. f. (Burke) dis.		
Flying Wedge, b. h. (Brown) .....	r. o.	
Time—2:12½, 2:10, 2:11½.		

**YACHTING.**

The summaries:

**SEA MEWS.**

Start, 1:30. Course, 3 Miles.

	Finish.	Elapsed Time.
Yacht and Owner.	H.M.S.	H.M.S.
No. 7, W. Suydam .....	2:20:40	50:40

**OPEN POWER BOATS—CLASS A.**

Start, 12:41. Course, 5 Miles.

Git, L. Dean .....	1:15:44	Disq.
Smarty II, Golly .....	1:34:31	53:31
Green Port, O. Schlegelmutter .....	1:37:39	56:30
Corrected time—Git 39:03, Smarty II 39:17, Green Port 45:44.		

**SPEED BOATS.**

Actual Start. Course, 12 Miles.

Pal, E. Reed .....	2:17:19	1:02:09
Belle, C. Scharpegger .....	Disabled.	

**FUTURE SPORTING EVENTS.****BASKETBALL.**

City College vs. St. John's College, at City College gymnasium, Convent Avenue and 138th Street.....9 P. M.

**BILLIARDS.**

New York State pocket billiard championship tournament, at Dwyer's Academy, 1,680 Broadway .....7:30 P. M.  
National amateur 18.2 balkline championship, Edgar T. Appleby vs. R. V. Fessenden, at New York A. C., Seventh Avenue and Fifty-ninth Street.....8:30 P. M.

**BOXING.**

212th Anti-Aircraft Armory, at Columbus Avenue and Sixty-seventh Street. Main bout, twelve rounds, Mickey Taylor vs. Charley (Red) Boyette. First bout. 8:15 P. M.

**HANDBALL.**

Metropolitan Association A. A. U. one-wall singles championship, at Downtown A. C., 18 West Street. First match...2:30 P. M.

**HOCKEY.**

Harvard University vs. Toronto University, at Madison Square Garden, Forty-ninth Street and Eighth Avenue.....8:30 P. M.

**POLO.**

Optimists vs. Pennsylvania Military College and Squadron A. vs. Fort Hamilton, at Squadron A Armory, Madison Avenue and Ninety-fourth Street. First game.8:30 P. M.

**RACQUETS.**

Intercity matches, Philadelphia vs. New York, at Racquet and Tennis Club, 370 Park Avenue. First match.....11 A. M.

**SWIMMING.**

Eastern Intercollegiate Association meet and water polo game, Columbia vs. City College, at Columbia pool, Broadway and 119th Street.....8:30 P. M.

**WRESTLING.**

Columbia University vs. Boys' Club, at Boys' Club, Avenue A and Tenth Street. First match.....8:30 P. M.

**YACHTING.**

Frostbite regatta, off New Rochelle. First event .....12 noon

**MISCELLANEOUS****The Teaching Staff.**

The Board of Examiners has announced the promulgation of an eligible list for chief investigator social case worker, Bureau of Child Guidance, Board of Education. About a score took the examination, two of whom were successful. Their names follow:  
Shope, Mary K., Grasslands Hospital, Valhalla, N. Y.....85.8  
Blomquist, Emma E., Grasslands Hospital, Valhalla, N. Y.....84.8

**Foreign Weather Reports.**

Special Cables to THE NEW YORK TIMES.  
LONDON—Stormy yesterday, maximum temperature 55; today's prediction, unsettled.

PARIS—Rain yesterday, maximum temperature 50; today's prediction, stormy.

BERLIN—Cloudy yesterday, maximum temperature 48; today's prediction, cloudy.

ROME—Fair yesterday, maximum temperature 46; today's prediction, fair.

NICE—Cloudy yesterday, maximum temperature 45; today's prediction, unsettled.

BERMUDA—Cloudy yesterday, maximum temperature 66; minimum, 53; cloudy.

## Weather in Cotton and Grain States

Special to THE NEW YORK TIMES.

WASHINGTON, Jan. 6.—Forecast:  
NORTH CAROLINA AND SOUTH CAROLINA—Generally fair and colder, preceded by light rain on the coast Thursday; Friday fair, colder Friday night.  
GEORGIA—Generally fair and colder Thursday; Friday fair, colder Friday night.  
FLORIDA—Mostly cloudy Thursday and Friday; colder in north and central portions Thursday afternoon or night.

## Forecast of Flying Weather.

Special to THE NEW YORK TIMES.

WASHINGTON, Jan. 6.—The Weather Bureau tonight issued the following aviation route forecast for the 12-hour period ending noon Jan. 7:

LOUISVILLE TO CLEVELAND—Partly cloudy sky near Louisville and mostly cloudy and possibility of light snow flurries near Cleveland tonight and Thursday forenoon, with moderate to fresh west or southwest up to 1,000 feet, strong southwest shifting to west and diminishing at 5,000 feet.

DAYTON TO WASHINGTON—Mostly cloudy sky tonight and Thursday forenoon, occasional rain tonight over and east of mountains, with moderate southwest or west winds up to 1,000 feet, southwest gales diminishing at 5,000 feet.

## Country-Wide Weather Conditions.

In the following record of observations at United States Weather Bureau stations yesterday the temperatures given are the highest during the twelve hours from 8 A. M. to 8 P. M. and the lowest during the preceding twelve hours, from 8 P. M. to 8 A. M.; the barometer reading and condition of weather are those recorded at 8 P. M. and the rainfall is for the twenty-four hours ended at 8 P. M.

Station.	High.	Low.	eter.	fall.	Weather.
Abilene .....	48	28	30.04		Clear
Atlanta .....	60	44	30.00	1.60	Cloudy
Bismarck .....	14	14	29.94	.01	Snow
Boston .....	56	34	29.98	.14	Rain
Buffalo .....	58	40	29.72	.26	Cloudy
Cleveland .....	62	42	29.82	.11	Pt. Cl'dy

## New York City Weather Records.

### Official Temperatures.

3 AM.....	42	12 M.....	54	6 PM.....	54
6 AM.....	44	1 PM.....	54	7 PM.....	54
8 AM.....	47	2 PM.....	54	8 PM.....	54
9 AM.....	51	3 PM.....	54	9 PM.....	54
10 AM.....	52	4 PM.....	54	10 PM.....	54
11 AM.....	53	5 PM.....	54		

Average temperature yesterday, 48.

Average same date last year, 38.

Average same date for 46 years, 32.

High yesterday, 55 at 4:20 P. M.; low, 41 at 12:01 A. M.

Barometer—8 A. M., 30.13; 8 P. M., 29.98.

Humidity—8 A. M., 95; 8 P. M., 98.

Wind—8 A. M., southeast; velocity 28 miles; 8 P. M., south; velocity 25 miles.

Weather—8 A. M., rain; 8 P. M., rain.

## ARMY ORDERS.

(Set flush and NUT hang.)

Foster, Col. C. L., to Camp Dodge as Div. Surg.

Nichols, Lt. Col. N. E., to Walter Reed Hosp., sick.

Major Walton Clark Jr., F.A.-O.R.C., care of Brownrack, 61 Bway, N. Y., 561st F.A.-G.H.G. is assigned to 12th Corps Art., 432d Field Art.

## Naval Orders.

Special to THE NEW YORK TIMES.

WASHINGTON, Jan. 6.—The Bureau of Navigation issued the following orders today, dated Jan. 4:

LIEUTENANT COMMANDERS.

Cassard, P., detached from the Wright, about June 15; ordered to Washington, D. C.

## Movements of Naval Vessels.

Special to THE NEW YORK TIMES.

WASHINGTON, Jan. 6.—Movements of vessels follow, all dates are Jan. 5, unless specified:

At Hampton Roads, Omaha and Richmond, Jan. 6; Bridge, Chester, Cincinnati, Concord, Marblehead, Milwaukee, Northampton, Trenton, Pensacola.

## LISTS OF NAMES.

The following are examples for setting lists of names:

Nominations.

(Set flush and 1 EM hang.)

For Justice of the Supreme Court—FRANK BENNETT, JAMES CROSBY and JOHN C. HOLZER.

For County Clerk—P. J. FLANAGAN, B. RILEY and MOSES ROZALSKY.

Dead.

(Set flush and 1 EM hang.)

ABRAMS, JOSEPH, 24 years old, of 218 East Tenth Street.

BEST, B. P., 78 years old, of 124 Kosciusko Street, Brooklyn.

Injured.

(Set flush and 1 EM hang.)

AMBROSE, ADAM, 24 years old, of 1,117 Jefferson Avenue, Brooklyn; severely cut on face and neck; Bellevue Hospital.

CORCORAN, M. J., 34 years old, of 126 West Thirty-fourth Street; scalp wound; attended and sent home.

Heat Prostrations.

(Set flush and 1 EM hang.)

ANSEL, Mrs. ARTHUR A., overcome at Fourth Street and Broadway; Bellevue Hospital.

## Fire Record.

SL—Slight.

TL—Total loss.

TF—Trifling.

CS—Considerable.

NG—Not given.

ND—No damage.

## Manhattan.

A.M. Location. Occupant. Damage.

12:45—Front of 281 W. 142 St.; auto; not given.....NG

1:10—East Drive and 80 St.; Central Park; building; not given.....TF

4:15—106 W. 134 St.; not given.....TF

4:40—1,640 3 Av.; not given.....TF

## DASHES.

AGATE.

One-stroke ... 4 ems

Two-stroke ... 6 ems

Three-stroke ... 10 ems

Four-stroke ... 15 ems

MINION.

One-stroke ... 3 ems

Two-stroke ... 5 ems

Three-stroke ... 8 ems

Four-stroke ... 13 ems

## DEPARTMENT, MAGAZINE, BOOKS

In minion em quad counts 5 points, nut quad 3 points. **DO NOT** use thin space.

Indent lines under first line an additional NUT quad; except in the "A" and "L".

3-LINE.	4-LINE.	3-LINE.	4-LINE.
A-11-16	15-20	O-12	17
B-12	17	P-12	16
C-11	17	Q-12	17
D-13	19	R-13	18
E-12	17	S-9	14
F-12	17	T-11	16
G-12	18	U-14	20
H-14	20	V-14	20
I-6	9	W-18	27
J-10	13	X-14	19
K-14	20	Y-14	19
L-10-16	12-20	Z-10	15
M-15	22	Point-5	6
N-14	21		

For Current History 7-on-8, use this 3-Line Dope.

## ANNALIST.

### THREE-LINE-30-Pt. Century.

Count: Em quad, 8; nut, 4; thin, 2.  
Add NUT quad after first line.

A-16-24	J-s10	S-s10
B-x12	K-x16	T-16
C-16	L-12-20	U-s16
D-i16	M-22	V-x16
E-s14	N-i18	W-i24
F-x12	O-s14	X-i16
G-18	P-x12	Y-x16
H-i18	Q-18	Z-x10
I-s6	R-i16	Point-4

## ANNALIST BLOCK INITIAL.

1 Line 8 Picas, Next 8 Lines 71-2 Picas.

## CURRENT HISTORY.

### TWO-LINE-18-Pt. Bodoni (No. 7) 20-Pt. Body.

(To be used on 9-on-10-Point Matter.)

Count: Em quad, 8; nut, 4; thin, 2.  
(Add NUT quad after first line EXCEPT on "A" and "L").

A-i8	J-s4	S-8
B-i8	K-x8	T-i8
C-i8	L-i8	U-s8
D-s8	M-x10	V-i8
E-i8	N-x8	W-s12
F-10	O-i8	X-x8
G-s8	P-10	Y-s8
H-x8	Q-i8	Z-s6
I-6	R-s8	

ADD lower-case "s" for all points.  
QUOTES are a MUST when called for in copy.

### THREE-LINE-36-Pt. Bodoni (No. 7) on 30-Pt.

(To be used on 9-on-10-Point Matter.)

Count: Em quad, 8; nut, 4; thin, 2.

(Add NUT quad after first line EXCEPT on "A" and "L").

Note-When initial "Q" is called for, allow for FOUR lines.

A-14-24	J-14	S-i12
B-s16	K-s20	T-20
C-x14	L-s8-22	U-x18
D-x18	M-s24	V-20
E-20	N-s20	W-x24
F-i16	O-s16	X-24
G-s18	P-i16	Y-i20
H-s20	Q-s16	Z-x14
I-i8	R-x18	

ADD lower-case "x" for all points.

### THREE-LINE-30-Pt. Century.

For 8-on-9-Point Matter (Current Hist. Books).

Count: Em quad, 8; nut quad, 4; thin, 2.

Cut off shoulder to fit 3 lines of 9 point.

A-16-24	J-s10	S-s10
B-x12	K-x16	T-16
C-16	L-12-20	U-s16
D-i16	M-22	V-x16
E-s14	N-i18	W-i24
F-x12	O-s14	X-i16
G-18	P-x12	Y-x16
H-i18	Q-18	Z-x10
I-s6	R-i16	Point-4

MUST use quotes where called for in copy.

## CURRENT HISTORY CLIP SHEET.

### TWO-LINE for CURRENT HISTORY CLIP

SHEET-Set 7 Point on 7 Point x 14 Picas.

18-Point Bodoni on 18-Point Body.

Count: Em quad, 8; nut quad, 4; thin, 2.  
DO NOT use THIN SPACE.

A-f8	J-i5	S-i5
B-a6	K-11	T-a6
C-9	L-f6	U-t8
D-t8	M-if8	V-if5
E-a6	N-t8	W-14
F-t6	O-ar3	X-t9
G-10	P-a5	Y-11
H-t9	Q-a6	Z-t6
I-5	R-t8	Quotes-f3

MUST use QUOTES when called for in copy

## ADVERTISEMENTS.

**Automobiles (classified)**—First line boldface, first word caps (preferably name of car).

**Bankruptcy Sales and Notices** are to be followed exactly.

**Book Exchange**—10 pt. Century Bold initial, first line agate caps; all lines indented one em left; white space and cap lines allowed.

**Business Opportunities**—First line boldface caps. White space and cap lines allowed.

**Buyers' Wants and Offerings to Buyers**—First line boldface, first word in caps; white space and cap lines allowed. In Offerings, ad must start with name of article or material offered; in Wants, ad must start with name of article or material desired, and the word "wanted" must appear in the ad.

**Lost and Found**—First line boldface, first word only in caps. White space and cap lines allowed.

**Public Notices**—First line boldface caps flush and hang one em. White space and cap lines allowed.

**Reading Notices (first page and others)**—One em indent only may be used on both sides when in paragraph form. Centred lines may be used. No space top, bottom or between lines; set in agate; no 5-point permissible. Cap words allowed in first line only, either light or full face; full-face nowhere else. Italic must not be used. Must have —Advt. affixed at end.

**Religious Discrimination**—An advertiser may state his religious belief or denomination, provided his name and address appear in the ad—with the exception of Situations Wanted and Board Wanted, when a box number may be used. Advertisements containing such phrases as "Christian neighborhood" or "refined Jewish neighborhood" are not acceptable.

**Shoppers' Columns**—18 pt. Century Light Face 3-line initial; first line agate boldface caps; balance agate; indent 1 em each side; white space and cap lines allowed.

Whenever the name **Gimbel Brothers** appears, either in the news or advertising columns, or in advertisements other than their own, Brothers is to be spelled out in full.

All **Help Wanted** and **Situation Wanted** ads are to start with the word indicating class of employment, such as **Stenographer**, **Accountant**, **Bookkeeper**, &c., except in the case of **Salesmen**, in which follow copy, as they are placed under the subclassification of "Salesmen." Never begin an ad with the article **A**, and under no circumstances start **Help Wanted** or **Situation Wanted** ads with the word "wanted" or in any manner other than above stated. When an ad takes a side head complete in itself, use

em dash; but when an ad reads straight ahead from the first word, use no dash. Thus:

CHAUFFEUR, experienced, married, with good references, wants situation.

**Not:**

CHAUFFEUR—Experienced, &c.

Also when an ad reads straight ahead with two or three phrases before reaching the verb of

which the first word is the subject, punctuate with commas until such verb is reached. See "Chauffeur" above.

Use commas only to point off ages in **Situation Wanted**, &c.: Young man, 26, expert mechanic, &c.

Use em dash only after "For Sale," "Lost," "Wanted," &c., in ads so beginning when the matter reads straight ahead from such words.

Omit "Address" and "Box" in small ads asking for answers addressed to any Times office: A 1020 Times Downtown. With two initials use points: J. B., 803 Times Downtown. Follow copy in display ads. Follow "Address" in small ads asking for answer elsewhere than a Times office: Address J. B., 000 Broadway.

Apt. 1E, 2W, 4 east, 6 south, &c., in **Furnished Room** and **Apartment** ads. Also number of rooms in figures, except following side-head dash. Thus:

143D, 000 WEST (cor. Broadway; Apt. 2W)  
—3 or 4 large rooms and 2 baths; handsomely furnished; complete kitchen; elevator; until October; \$100. See Supt. (not Superintendent).

Omit **St.**, but not **Av.**, at the end of a small ad in order to keep within space marked, except in ads paid for by the word.

Follow copy in display ads, but in small ads use figures for streets and avenues unless otherwise ordered. Set 40s, 50s, &c., when in copy.

"Even" lines are not permissible in classified ads. Letter spacing permitted only in captions and signatures.

## PAID DEATH NOTICES.

In paid Death Notices the surname of deceased beginning ad goes in boldface caps, thus:

**BATES**—Suddenly, on Sunday, Sept. 14, 1919, Benjamin F. Bates, beloved husband of Mary S. Bates. Funeral services at his late home, 000 Washington Park, Brooklyn, Wednesday, Sept. 17, at 8 P. M.

With **Death Notices** set index line bold (lc), thin spaced, half measure, as follows:

**Bates, Benjamin F.**

Funeral or funeral services take place "at," not "from." Omit the word "died" in a death notice, but follow "departed this life," or the like, if in copy. Change the phrase "in the evening at 5 P. M." to "5 o'clock."

Capitalize **Mass**, **Requiem Mass**, **Solemn Requiem Mass**.

In ages spell out "twenty-first year" and put in figures "21 years old."

Abbreviate street and avenue (ad. style), except names of churches, hospitals, &c.

In society notices of death follow copy as to "No." preceded by a comma; except in the case of subordinate societies of the same name but variously numbered, such as Typographical Union No. 6.

In Anniversaries, Births, Engagements, Marriages, Memorials and Unveilings the same style applies as in Deaths.

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