

The
Compounding and Hyphenation
of
English Words

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PREFACE

There is no phase of English composition of greater importance to the exact conveyance of thought than the proper compounding or non-compounding of words. Yet of all the perplexities of English composition the compound word causes the greatest uncertainty of mind and the greatest inconsistency of practice.

The present volume is being issued as a ready-reference guide for the use of teachers, writers, editors, printers, typists, and any others interested in exactness of language.

The rules are all-comprehensive and emphasize the fact, not generally appreciated, that compounding (the joining together of words) is fundamentally a matter of grammar—that proper compounding is essential to proper sentence structure and therefore to clarity of meaning and good composition. Those governing hyphenation cover affixes, as well as compounds, since the hyphen is often an essential factor in derivation.

The alphabetic list of compound words includes the approved forms of most of the non-scientific or non-technical compounds that are variably given in the several recent college dictionaries, as well as numerous compounds of current importance not to be found in any general dictionary or any published list.

The alphabetic list of two-noun phrases, though much less comprehensive, is sufficiently illustrative of word groups that are not normally compounded. Emphasis is laid on the fact, however, that when the two nouns comprising such a phrase are used jointly to qualify another noun, they should be compounded with a hyphen as a unit modifier under the rules.

It is a pleasure to acknowledge herein the kindness of Dr. Charles Earle Funk, Editor of the *New College Standard Dictionary*, and other interested friends, who have read the manuscript and offered helpful suggestions.

For a comprehensive dissertation upon the erratic and inharmonious practices of accepted authorities during the past hundred years, see my *Compounding in the English Language*, New York, The H. W. Wilson Co., reprint, 1941. The rules and list appearing therein have been slightly revised and greatly augmented for the present volume.

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NOTE

A dash is used throughout this volume to indicate the hyphen in hyphenated compound words, whether the words fall in the middle of a line or at the end thereof; the regular short hyphen is used only at the end of a line to indicate a break in any solid word, including a solid compound.

COMPOUNDING AND HYPHENATION

Definition and Purpose of a Compound Word

A compound word is a single word composed of any two or more words joined together, either with or without a hyphen (*brass-smith*; *redcoat*). The compounds formed with a hyphen are called “hyphenated compounds” or “hyphemes”; those formed without a hyphen are called “solid compounds” or “solidemes”.

The basic purpose of a compound word is to express an idea that is entirely different, either in meaning or grammatical function,¹ from that expressed by the unconnected component words (*red coat*, a garment; *redcoat*, a soldier). The basic purpose of the hyphen in a compound word is to avoid a confusing sequence of letters and thus facilitate understanding (*brass-smith*, not *brasssmith*). The formation of all compound words therefore involves two questions:

- (1) Is compounding (joining together) necessary?
- (2) If so, should the compound word be hyphenated or solid?

In the following rules the first and most important question is answered under the headings “Words Not Properly Compounded” and “Words Properly Compounded”; the second question is answered under the headings “Hyphenated Compounds” and “Solid Compounds”.

Exceptional use of the hyphen with prefixes, suffixes, and combining forms is indicated under a separate heading, since such particles do not form compound words.

General Principle Underlying the Rules

The general principle underlying the rules is that unnecessary compounding and unnecessary hyphenation should always be avoided.

¹ Grammatical relation is indicated by word order, whether that order is regular or inverted. Nouns and verbs USED AS SUCH are not qualifiers; adjectives qualify only nouns; and adverbs qualify only verbs, adjectives, and other adverbs. But nouns and verbs are frequently used as adjectives; many adjectives and adverbs, and adverbs and prepositions, are identical in form; and gerunds (verbal nouns naming an action), present participles (verbal adjectives denoting continuing action), and certain independent nouns and adjectives, have an identical ending (*ing*). These similarities and variations often give rise to an ambiguity that can be avoided only by compounding.

RULES

Words Not Properly Compounded

1. Two or more words used together in either regular or inverted word order, without ambiguity or restricted joint meaning, should not be compounded.² More specifically:

(a) Two nouns, gerunds³ included, if the first clearly functions as an adjective⁴ and the two are not used jointly with specialized or non-literal meaning (see Rule 2g) or to qualify another noun (see "unit modifiers", Rule 2h).

air mail	fellow citizen	source material	heating system
boy king	man servant	subject matter	printing press
brick house	member state	telegraph message	sliding scale
ceiling paper	ocean steamer	world peace	government printing
date line	photostat copy	drawing pen	group singing
emerald green	post office	folding door	Senate hearing

(b) An adjective or participle⁵ and a following or preceding noun, metaphors⁶ included, if the two are not used jointly as one part of speech (see Rules 2b, 2f, 2g, 2h, 2j).

blue green	red tape (official routine) ⁶	some time
bluish green	white elephant (burden) ⁶	one hundred (men)
dark green	body politic	one hundred and two (men)
good fellow	heiress presumptive	one hundredth (of)
old gold (metal)	every day	one quarter (of)
leaning tower	first class	one third (of)

² These rules are not intended to break apart generally accepted group compounds that have been in use over a long period of years, even though the meaning would be perfectly clear without compounding. For example: *headquarters*, *headmaster*, *handbook*, *textbook*, and many of the other words falling under Rule 4b.

³ Gerunds are verbal nouns ending in *ing*. They are the mere names of actions and do not indicate CONTINUING action (note the fourth column of examples under this rule).

⁴ An adjective describes or limits a noun by restricting the range of its meaning. For approved categories of nouns that may properly be used as adjectives, see *post*, p. 17; see also the Alphabetic List of Two-Noun Phrases.

⁵ A participle is a form of the verb that may be used either verbally or adjectively: a verbal participle completes a verb; an adjectival participle qualifies a noun. Present participles end in *ing* and indicate CONTINUING action; past participles end in *d*, *ed*, *en*, *n*, *ne*, or *t* and indicate COMPLETED action.

⁶ A metaphor is a figure of speech in which one object is likened to another by speaking of it as if it were that other (*red tape*, office routine).

RULES GOVERNING THE NON-COMPOUNDING OF WORDS

Words Not Properly Compounded (Continued)

- (c) An adjective or numeral (word or figure) and a possessive noun.

<i>high officer's</i> uniform	<i>one hour's</i> time	<i>12 hours'</i> time
<i>white man's</i> burden	<i>three weeks'</i> pay	<i>15 weeks'</i> pay

- (d) An adverb ending in *ly* and the word it qualifies, if the two words precede a noun.

entirely new process
duly authorized expenditure
newly wed couples

- (e) Any adverb and a verbal participle (see Footnote 5).

The road *is* ever *winding*.
The author *is* well *known*.
Both couples *were* happily *married*.

- (f) Any two adverbs and the word they jointly qualify.

The contest <i>is all too lively</i> .	<i>all too lively</i> contest
The farm <i>is exceedingly well run</i> .	<i>exceedingly well run</i> farm
The author <i>is very well known</i> .	<i>very well known</i> author

- (g) Composite titles⁷ denoting a single office, whether used with a name or not. (But see Rule 2h.)

Under Secretary Smith	ambassador extraordinary
Commander in Chief Smith	minister resident
Judge Advocate General Smith	secretary general

- (h) Idiomatic phrases, any rule to the contrary notwithstanding.

hard by (near)	half past four	in as much as
<u>Monday week</u>	to wit	so far as (<i>not</i> insofar as)

- (i) Proper names the compounding of which has not been personally, officially, or corporately sanctioned, any rule to the contrary notwithstanding.

David Lloyd George	<i>not</i> David Lloyd-George
Vatican City State	" Vatican City-State
New Yorker (publication)	" New-Yorker (publication)

⁷ A composite title is a title comprised of two or more separate words.

RULES GOVERNING THE COMPOUNDING OF WORDS

Words Not Properly Compounded (Continued)

(j) A single composite proper name,⁸ an italicized foreign phrase, or a quoted phrase, where preceding a noun, since its unity is already indicated typographically.

United States laws *ex post facto* law "lame duck" amendment

Words Properly Compounded

2. Two or more words used together to express an idea (literal or non-literal) that cannot be clearly or grammatically expressed by them in unconnected succession, should always be compounded (i.e., joined together; for use of the hyphen, see Rule 3). More specifically:

(a) Two nouns, gerunds included, neither of which functions as an adjective.⁹ (Used primarily as a noun, but see Rule 5a; see also Rules 2g, 2i.)

airplane	laughingstock	growing-pains	city-state
cloudburst	steppingstone	spinning-wheel	brass-smith
earthquake	workingman	ant-eater	house-boat
footguard	workingwoman	ant-eating	knick-knack
manslaughter	bookmaker	egg-gatherer	light-year
northeast	bookmaking	egg-gathering	man-hour
wheelwright	copyholder	treaty-maker	secretary-treasurer
windbreak	copyholding	treaty-making	(combined offices)

(b) An adjective and a following or preceding noun, used jointly as a noun, an adjective,¹⁰ or a verb. (See also Rules 2f, 2g, 2h, 2j.)

broadside (n.)	bloodthirsty (adj.)	blackball (v.)
hardware (n.)	carefree (adj.)	shortchange (v.)
highway (n.)	state-wide (adj.)	whitewash (v.)
double-action (n.)	everyday (adj.)	blue-pencil (v.)
loving-kindness (n.)	first-class (adj.)	court-martial (v.)
well-being (n.)	second-rate (adj.)	lower-case (v.)

(c) A noun or adjective and a participle, used jointly as an adjective.

<i>air-cooled</i> office	The office is <i>air-cooled</i> .
<i>ill-looking</i> workman	The workman is <i>ill-looking</i> .

⁸ A composite proper name is a name comprised of two or more separate capitalized words.

⁹ In particular, when one of the nouns stands in objective relation to the other. For the definition of a gerund, see Footnote 3 to Rule 1a.

¹⁰ In particular, when an ellipsis is to be indicated (*bloodthirsty*, thirsty for blood; *carefree*, free of care; *state-wide*, wide as the state).

RULES GOVERNING THE COMPOUNDING OF WORDS

Words Properly Compounded (Continued)

(d) A noun or adjective and a verb, used jointly as a verb; and two verbs, or a verb and a noun, used jointly as a noun.

spellbind (v.)	air-dry (v.)	hearsay (n.)
typewrite (v.)	sun-bake (v.)	catch-all (n.)
whitewash (v.)	winter-kill (v.)	do-nothing (n.)

(e) An adverb or preposition and a following or preceding noun or verb (participle included), used jointly as a noun, an adjective, or a verb.

afterthought (n.)	newly-wed (n.)	aboveboard (adj.)
downfall (n.)	die-hard (n.)	far-flung (adj.)
well-being (n.)	go-between (n.)	oft-repeated (adj.)
lean-to (n.)	look-out (n.)	overestimate (v.)
know-how (n.)	everlasting (n., adj.)	cross-index (v.)
to-do (n.)	off-white (n., adj.)	up-anchor (v.)

(f) Any two or more words used jointly as an adverb, a pronoun, a preposition, a conjunction, or an interjection.

nowadays (adv.)	anything (pron.)	inside (prep.)
sometime (adv.)	everyone (pron.)	into (prep.)
today (adv.)	himself (pron.)	outside (prep.)
tomorrow (adv.)	nobody (pron.)	within (prep.)
howbeit (conj.)	begone (interj.)	
nevertheless (conj.)	ha-ha (interj.)	
notwithstanding (conj.)	heigh-ho (interj.)	
whereas (conj.)	hoity-toity (interj.)	

(g) Any two or more words used jointly with specialized or non-literal meaning as a noun or a verb.

blackbird (n.)	bittersweet (plant)
bookworm (n.)	evergreen (plant)
commonwealth (n.)	loudspeaker (radio)
cupbearer (n.)	passover (sacrifice)
cupbearing (n.)	redcoat (soldier)
gentlewoman (n.)	woolgathering (reverie)
grandfather (n.)	bull's-eye (target)
hearsay (n.)	old-gold (color)
windfall (n.)	walking-stick (insect)
great-uncle (n.)	man-of-war (warship)
dovetail (n., v.)	dog-ear (n., v.)

RULES GOVERNING THE HYPHENATION OF COMPOUNDS

Words Properly Compounded (Continued)

(h) Any two or more words, or a symbol and a word, used together literally and arbitrarily as a conventional or improvised unit,¹¹ including a unit modifier (u.m.),¹² a normal phrase¹³ or composite title to which a prefix or suffix is added, and a quasi-title.¹⁴

blue-ribboner (n.)	pale-bluish (n., adj.)	blue-green (u.m.)
by-passer (n.)	old-maidish (adj.)	bluish-green (u.m.)
six-shooter (n.)	peace-minded (adj.)	dark-green (u.m.)
red-tapism (n.)	two-legged (adj.)	emerald-green (u.m.)
good-fellowship (n.)	warm-hearted (adj.)	ever-winding (u.m.)
checker-up (n.)	uncalled-for (adj.)	well-known (u.m.)
passer-by (n.)	unheard-of (adj.)	most-favored-nation (u.m.)
know-it-all (n.)	cut-and-dried (adj.)	one-hundred-and-odd (u.m.)
out-and-outer (n.)	fore-and-aft (adj.)	ex-vice-president (n.)
U-boat (n.)	up-and-coming (adj.)	commander-in-chief's (n.)
X-ray (n.)	T-shaped (adj.)	president-elect
6-footer (n.)	2-horned (adj.)	minister-designate } quasi-
		titles

(i) Any numeral from twenty-one to ninety-nine, noun or adjective.

twenty-one (n.)	ninety-nine (n.)
twenty-first (adj.)	ninety-ninth (adj.)

(j) A fraction used as an adjective or an adverb.

<i>one-half</i> barrel (adj.)	<i>one-half</i> full (adv.)
<i>two-thirds</i> majority (adj.)	<i>two-thirds</i> finished (adv.)

Hyphenated Compounds

3. A hyphen should be used in compounding only to facilitate understanding or to denote temporary expediency. More specifically:

¹¹ A conventional compound is a literal compound formed arbitrarily in accordance with a conventional pattern; an improvised compound is a literal compound formed arbitrarily for occasional use only.

¹² A unit modifier (u.m.) is a conventional or improvised compound adjective USED ONLY BEFORE A NOUN (*blue-green* algae; *ever-winding* road). A single composite proper name, an italicized foreign phrase, or a quoted phrase, where preceding a noun (see Rule 1f), is not comprehended in the term "unit modifier".

¹³ A normal phrase consists of any two or more words used together in unconnected succession. All the examples under the subrules to Rule 1 are normal phrases; those falling under Rule 1a may also be designated as "two-word phrases" or "two-noun phrases", but they may not be designated PROPERLY as any form of compound. For an alphabetic list of approved two-noun phrases, see p. 219.

¹⁴ A quasi-title is a normal title to which is affixed the word "elect" or "designate".

RULES GOVERNING THE HYPHENATION OF COMPOUNDS

Hyphenated Compounds (Continued)

3 (continued). A hyphen is used:

(a) To avoid doubling or tripling a vowel, tripling a consonant, forming a ligature,¹⁵ or making any other confusing sequence of letters. (The occasional non-doubling of a consonant in compounding is provided for in Rule 3b.)

sea-adder	egg-gatherer	elf-land	cross-index
fire-escape	egg-gathering	scoff-law	end-all
bee-eater	still-life	sad-iron	great-uncle
bee-eating	brass-smith	fag-end	to-do (n.)

(b) To prevent mispronunciation: especially, to preserve the primary accent (definite vocal stress) of each element of the compound. (All simile compounds¹⁶ are hyphenated under this rule; see the second column of examples.)

good-by (n.)	ace-high (adj.)	air-dry (v.)
goose-step (n.)	blood-red (adj.)	blue-pencil (v.)
treaty-maker (n.)	knee-deep (adj.)	court-martial (v.)
treaty-making (n.)	snow-white (adj.)	lower-case (v.)
well-being (n.)	state-wide (adj.)	sun-bake (v.)

(c) In a compound word that has an apostrophe in one of the elements.

bull's-eye (target)	four-o'clock (plant)
mare's-nest (hoax)	will-o'-the-wisp (illusion)

(d) In a compound word composed of repetitive or conflicting terms.

criss-cross	busy-idle
ha-ha	dead-alive
helter-skelter	God-man
knick-knack	man-brute
proof-proof	yes-no

(e) In a compound numeral or a compound formed with a numeral.

twenty-one (n., adj.)	first-class (adj.)
twenty-first (n., adj.)	second-rate (adj.)
one-hundredth (n., adj.)	one-half (adj., adv.)
one-thousandth (n., adj.)	three-quarters (adv.)

but one two-hundredth

¹⁵ A ligature is a printed character comprised of two or three letters joined together, as *fi*, *ffi*, *fl*, *ffl*, *æ*.

¹⁶ A simile compound expresses an idea of comparison or likeness.

RULES GOVERNING THE HYPHENATION OF COMPOUNDS

Hyphenated Compounds (Continued)

3 (continued). A hyphen is used:

(f) In a compound color term. (See also Rule 3*o*.)

deep-reddish (n. adj.)	off-white (n., adj.)
pale-bluish (n., adj.)	old-gold (n., adj.)

(g) In most compound nouns that have an adverb or a preposition as the second element.¹⁷

die-hard (n.)	checker-up (n.)
go-between (n.)	looker-on (n.)
stop-over (n.)	passer-by (n.)

(h) In a compound noun that designates one person or thing under two aspects.

actor-manager	city-state
prince-president	comedy-ballet
secretary-treasurer	house-boat

(i) In all compound words developed from other compounds and having more than one primary accent (definite vocal stress): called "complex compounds".

great-grandfather (n.)	north-northeast (adj.)
great-great-grandfather (n.)	south-southeast (adj.)

(j) In a compound noun formed **ORIGINALLY** of three or more simple words.

know-it-all (n.)	man-of-war (warship)
son-in-law (n.)	jack-in-the-pulpit (plant)
cut-and-dried (adj.)	fore-and-aft (adj.)

(k) In a compound technical unit of measurement.

light-year	ton-mile
man-hour	ton-mile-day

(l) In a quasi-title (see Rule 2*h* and Footnote 14).

president-elect	ambassador-designate
vice-president-elect	minister-designate

¹⁷ The few nouns not hyphenated under this rule are compounds that have been used in solid form for many decades. See the *Alphabetic List of Compound Words*.

RULES GOVERNING THE HYPHENATION OF COMPOUNDS

Hyphenated Compounds (Continued)

3 (continued). A hyphen is used:

(m) In a compound adjective whose second element is a participle, if not derived from or analogous to a solid compound (see Rules 5, 5a) or if the first element is not the equivalent of a prefix (see Rule 4b).

ague-ridden	all-embracing
air-cooled	ill-looking
hand-made	law-abiding

(n) In a compound adjective whose second element is a coined word resembling a past participle.

peace-minded	two-legged	T-shaped
red-headed	warm-hearted	2-horned

(o) In all unit modifiers (see Rule 2h and Footnote 12).

<i>above-cited</i> law	<i>ever-winding</i> road
<i>air-mail</i> delivery	<i>well-known</i> author
<i>blue-green</i> algae	<i>Washington-Chicago</i> express
<i>bluish-green</i> water	<i>most-favored-nation</i> clause
<i>dark-green</i> leaf	<i>reduction-in-force</i> action
<i>emerald-green</i> lawn	<i>one-hundred-and-odd</i> men
<i>export-import</i> bank	<i>I-don't-care-what-you-do</i> attitude
<i>old-age</i> pensions	<i>2-year</i> contract
<i>two-party</i> system	<i>1/2-inch</i> board

The hyphen used to join the elements of a unit modifier consisting entirely of proper names one or more of which are composite or compound in form, should be preceded and followed by a single space. (In printing, an en-dash may be used instead of the hyphen.)

Lisbon – Mont Esteril meeting
North American – South American highway
New York – Winston-Salem train

(p) In all conventional or improvised compounds (see Rule 2h) not hyphenated under a more specific rule (see Rules 3a, 3f, 3g, 3j, 3l, 3m, 3n, 3o).

ad-man (n.)	good-fellowship (n.)
blue-ribboner (n.)	old-maidish (adj.)
by-passer (n.)	stand-offish (adj.)
six-shooter (n.)	young-girlish (adj.)
out-and-outer (n.)	uncalled-for (adj.)
graft-hybridism (n.)	T-rail (n.)
red-tapism (n.)	U-boat (n.)
ex-vice-president (n.)	X-ray (n.)
commander-in-chief's (n.)	6-footer (n.)

RULES GOVERNING THE SOLID FORM OF COMPOUNDS

Solid Compounds

4. Compounds for which a hyphen is not provided in these rules should be written as solid words. (Solid compounds have a primary accent—definite vocal stress—on only one of the elements, generally the first.)

airplane (n.)	bookmaker (n.)	aboveboard (adj.)
cloudburst (n.)	bookmaking (n.)	airtight (adj.)
commonwealth (n.)	copyholder (n.)	carefree (adj.)
earthquake (n.)	copyholding (n.)	colorfast (adj.)
footguard (n.)	painstaker (n.)	foolproof (adj.)
grandfather (n.)	painstaking (n.)	longshore (adj.)
hearsay (n.)	shipbuilder (n.)	begone (interj.)
landlord (n.)	shipbuilding (n.)	blackball (v.)
manslaughter (n.)	typewriter (n.)	blindstitch (v.)
passover (n.)	typewriting (n.)	shortchange (v.)
wheelwright (n.)	dovetail (n., v.)	spellbind (v.)
windbreak (n.)	whitewash (n., v.)	typewrite (v.)

(a) Among solid compounds are all compound pronouns, prepositions, and conjunctions and all compound adverbs not derived from a hyphenated adjective (see Rule 5).

anything (pron.)	inside (prep.)	howbeit (conj.)
everyone (pron.)	into (prep.)	nevertheless (conj.)
himself (pron.)	outside (prep.)	notwithstanding (conj.)
nobody (pron.)	within (prep.)	whereas (conj.)
	nowadays (adv.)	
	sometime (adv.)	
	today (adv.)	
	tomorrow (adv.)	

(b) Among solid compounds are numerous group compounds that have been in use over a long period of years, the group element of which (italicized hereunder) is analogous to an affix (see Footnote 2 to Rule 1; see also Rules 8, 10). For example: ¹⁸

Group Words as Prefixes

<i>aforesaid</i>	<i>backshift</i>	<i>everlasting</i>	<i>overestimate</i>
<i>afterthought</i>	<i>birthright</i>	<i>headquarters</i>	<i>somehow</i>
<i>alongshore</i>	<i>downfall</i>	<i>hereafter</i>	<i>uplift</i>

¹⁸ In modern practice a few of these group words are not always compounded; see the italic entries in the Alphabetic List of Two-Noun Phrases. In the list here given an asterisk indicates compounding only for actual names; for example: Every *black bird* is not a *blackbird*.

Solid Compounds (Continued)

Group Words as Suffixes

headache	gadfly *	mainmast	inkstand
neckband	kinsfolk	headmaster	roadstead
strawberry *	tollgate	teammate	laughingstock
blackbird *	bluegrass *	wavemeter	steppingstone
cardboard	masthead	sawmill	foodstuff
catboat	manhole	ironmonger	peacetime
textbook	bloodhound	ironmongering	eyetooth
rainbow	workhouse	mouthpiece	hardware
hatbox	bowknot	teapot	highway
pillbug *	farmland	horsepower	lightweight
sailcloth	skylight	storeroom	gentlewoman
racecourse	towline	headsail	driftwood
aircraft	dairymaid	landscape	watchword
windfall	bookmaker	broadside	piecework
yokefellow	bookmaking	pigskin	bookworm *
codfish *	workingman	goldsmith	wheelwright
cornflower *	benchmark	tablespoon	coalyard

(c) Among solid compounds are numerous compounds that have developed from other solid compounds and have only one primary accent (definite vocal stress).

headmaster : headmastership
longshore : longshoreman

Derivatives of Compound Words

5. A compound word should not change its solid or hyphenated form when a suffix is added.

<i>Solid</i>	<i>Hyphenated</i>
dovetail(ed)	blue-pencil(ed)
everlasting(ly)	city-state(hood)
northeast(ern)	cross-refer(ence)
outlaw(ry)	ill-advised(ly)
whitewash(ing)	peace-minded(ness)

(a) A compound word should not change its solid or hyphenated form when used as variant parts of speech.

<i>Solid</i>	<i>Hyphenated</i>
airplane (n., adj.)	city-state (n., adj.)
commonwealth (n., adj.)	house-boat (n., adj.)
everlasting (n., adj.)	egg-gathering (n., adj.)
dovetail (n., v.)	sky-high (adj., adv.)

MISCELLANEOUS RULES

Precise Unity of the Elements

6. The precise unity of the elements of a compound word should always be clearly indicated.

common-stock-holder	<i>not</i> common stockholder <i>or</i> common-stock holder
half-hour-glass	<i>not</i> half-hourglass <i>or</i> half-hour glass
lighter-than-air-craft	<i>not</i> lighter than aircraft <i>or</i> lighter-than-air craft
low-wage-earner	<i>not</i> low wage-earner <i>or</i> low-wage earner
wooden-shoe-maker	<i>not</i> wooden shoemaker <i>or</i> wooden-shoe maker
twenty-five hundred-dollar bills	
twenty five-hundred-dollar bills	

Elliptical Hyphenated Compounds

7. When two or more hyphenated compounds in succession have a common basic element, and this element is omitted in all but the last, the hyphens should be retained. (The common basic element of solid compounds should not be omitted in such circumstances.)

car- and ship-owners	<i>not</i> car and ship-owners
long- and short-term rates	" long and short-term rates
2- or 3-em quads	" 2 or 3-em quads
<i>but</i> twofold or threefold	" two or threefold
uphill and downhill	" up and downhill

Prefixes, Suffixes, and Combining Forms

8. Prefixes and suffixes form derivatives, not compound words. A hyphen is not generally necessary, but exceptional use thereof is indicated in Rule 10.¹⁹

Prefixes

<i>abnormal</i>	<i>biannual</i>	<i>defrost</i>	<i>extralegal</i>
<i>antedate</i>	<i>circumpolar</i>	<i>demiblonde</i>	<i>forestall</i>
<i>antibody</i>	<i>coextensive</i>	<i>distrust</i>	<i>income</i>
<i>betimes</i>	<i>contradict</i>	<i>enable</i>	<i>infraspinal</i>
<i>benediction</i>	<i>counteract</i>	<i>expatriate</i>	<i>interact</i>

¹⁹ The exceptional use of the hyphen in derivation is the sole reason for including affixes in these rules; not to include them would make the study of hyphenation incomplete. In the Alphabetic List of Compound Words, however, the number of derivatives is very limited. For derivatives of compound words, see Rule 5.

MISCELLANEOUS RULES

Prefixes, Suffixes, and Combining Forms (Continued)

<i>intrastate</i>	<i>paramount</i>	<i>retroact</i>	<i>transship</i>
<i>malediction</i>	<i>percent</i>	<i>semicircle</i>	<i>tricolor</i>
<i>midway</i>	<i>pericarp</i>	<i>stepfather</i>	<i>ultraviolet</i>
<i>misstate</i>	<i>postwar</i>	<i>sublease</i>	<i>unnecessary</i>
<i>nonentity</i>	<i>prewar</i>	<i>superfine</i>	<i>understand</i>
<i>outlaw</i>	<i>proconsul</i>	<i>surcharge</i>	<i>withdraw</i>
<i>pancosmic</i>	<i>restate</i>	<i>synagog</i>	<i>yesterday</i>

Suffixes

<i>readable</i>	<i>heater</i>	<i>heroism</i>	<i>actor</i>
<i>percentage</i>	<i>eastern</i>	<i>blameless</i>	<i>jewelry</i>
<i>dictionary</i>	<i>twentyfold</i>	<i>leaflet</i>	<i>friendship</i>
<i>kingdom</i>	<i>statehood</i>	<i>warlike</i>	<i>winsome</i>
<i>tailed</i>	<i>washing</i>	<i>advisedly</i>	<i>failure</i>
<i>reference</i>	<i>dampish</i>	<i>calmness</i>	<i>likewise</i>

9. Combining forms are governed by the same rules as prefixes and suffixes.

<i>heroicomic</i>	<i>radioactive</i>	<i>Anglomania</i>	<i>airgram</i>	<i>monolith</i>
<i>micrometer</i>	<i>varicolored</i>	<i>Sinolog</i>	<i>telegraph</i>	<i>headphone</i>

10. The hyphen should be used with prefixes, suffixes, and combining forms only as indicated hereunder:

(a) To avoid doubling a vowel, except after the short prefixes *co*, *de*, *pre*, *pro*, and *re* when unaccented. (See also Rule 10c.)

<i>ante-eternity</i>	<i>but cooperate</i>
<i>anti-imperial</i>	<i>deenergize</i>
<i>extra-atmospheric</i>	<i>preempt</i>
<i>micro-organism</i>	<i>prooptic</i>
<i>ultra-atomic</i>	<i>reenact</i>

(b) To avoid tripling a consonant or making any other confusing sequence of letters. (In derivation a ligature is optional.)

<i>ball-less</i>	<i>shelf-like</i>	<i>contra-indicated</i>
<i>shell-like</i>	<i>co-author</i>	<i>bromo-iodism</i>
<i>eel-like</i>	<i>un-uniformly</i>	<i>mid-air</i>

(c) To prevent mispronunciation; especially, to indicate a primary accent (definite vocal stress) on the prefix as well as on the basic word. (See also Rule 10h.)

<i>anti-war</i>	<i>pre-fourteenth</i>	<i>co-op</i>	<i>pro-ode</i>
<i>pro-war</i>	<i>non-combatant</i>	<i>de-cohere</i>	<i>re-emerge</i>
<i>intra-urban</i>	<i>semi-solid</i>	<i>pre-evite</i>	<i>dynamo-electric</i>