

# HUD's Web Publication Procedures and Style Guide

## Appendix A. HUD's Web Dictionary

The following list provides the spelling and definition for certain commonly used words at HUD. Unless specified below, refer to the Associated Press Style Guide for correct spelling.

- Website (one word)
- Email (no hyphen)
- References to the Nation's capitol should be "District of Columbia." The word "Washington" will refer to the state of Washington.
- "Field" is capitalized when referring to that component of HUD's organization.
- Online should be one word - no hyphen
- Web Manager is two words, and both are capitalized
- Internet should be capitalized (there is only one Internet and as such is a proper name)
- Intranet should be lowercase since it is more generic and refers to an organization's internal website.
- Webcasts should be one word
- Newsfeeds should be one word
- Nonprofit should be one word, no hyphen.
- Do not use "REALTOR". It is a trademark. Use real estate professional, real estate sales professional, real estate agent, etc.