

The following words, phrases, or titles are commonly used, but many times misspelled. This list represents National's accepted use of these terms (except for Blue-Print and Alberta Girls' Parliament which are Alberta Council exclusive). GGC uses the Canadian Oxford Dictionary.

Adviser ... in Guiding we use Adviser, not Advisor

Alberta Council logo ... above on the top left is our **new** provincial council logo, replacing the Alberta rose with the Trefoil. The wording is included as part of the logo.

Alberta Council office ... not Provincial office, or Alberta office. "Alberta Council" is the entity

Alberta Girls' Parliament ... possessive, because the Parliament is for the girls

ANY-GuideNews ... changed to a "dash" between to match new email address

Blue-Print ... has a dash and both words are capitalized

Fonts - *Arial* is the font which should be used for official Girl Guides of Canada correspondence if you are working with Microsoft programs. For professional printing, there are other official fonts that can be used - see page 55 of the July 2018 update of [Graphic Standards](#).

Guiding ... is capitalized, as is "Guider"

Girl Guides of Canada, Alberta Council ... use a comma, not a dash. Changed nationally 2013.

Girl Guides of Canada-Guides du Canada ... no space between the dash, the "du" is not capitalized

Girls First... not possessive, we are putting girls first – first doesn't "belong" to them

iMIS ... has a small "i" and the other letters are capitalized (odd, but true)

Lady Baden-Powell... has a hyphen

Member Zone ... is two words, both capitalized

Safe Guide ... is two words, both capitalized

WAGGGS ... has three "G"s

Inclusive Phraseology:

While we are a provincial level entity (as opposed to a national level entity or an area level entity), as the members and supporting committees of Alberta Council, we should strive to phrase things in such a way to be inclusive of the Northwest Territories and Yukon, as they are as much a part of our provincial level entity as Alberta is. Our name is *Girl Guides of Canada, Alberta Council*, so it is a little challenging to sound inclusive, however if we can make reference to our council, as opposed to "the province" or other phraseology that encourages the reader to think exclusively of Alberta, our statements might sound a bit "broader" to all of our members. Just food for thought as you write those great reports, ads and articles!