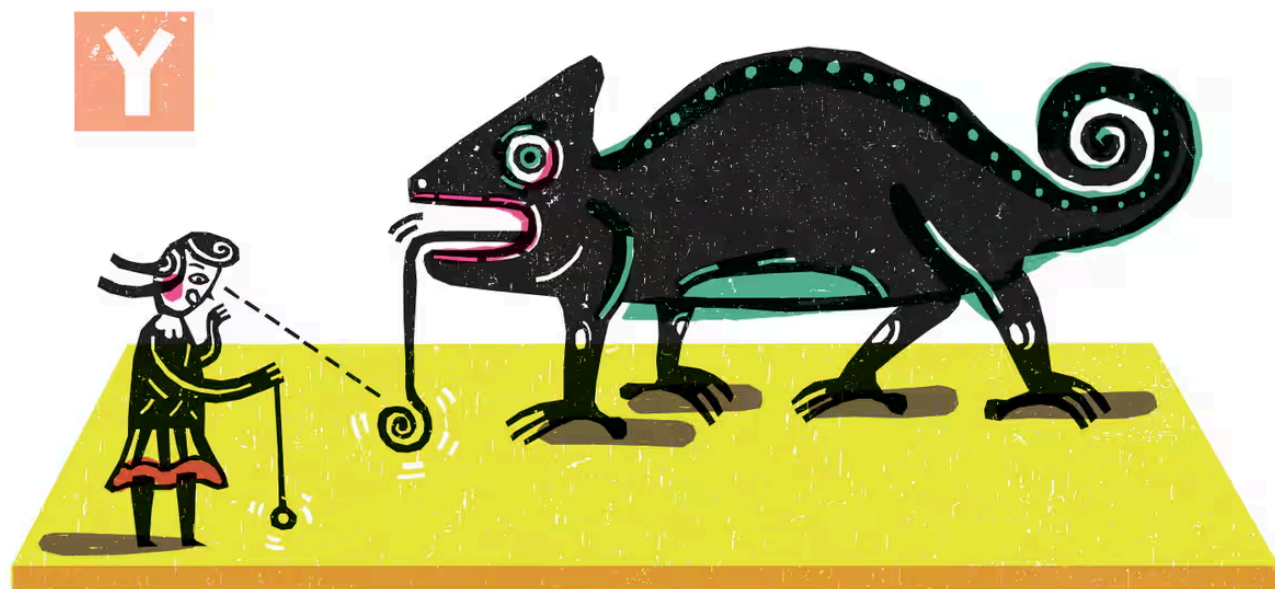**The Guardian and Observer style guide**

Guardian and Observer style guide: Y

'Try not. Do or do not. There is no try.' **Yoda**

Fri 23 Oct 2015 16.21 BST

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

yo-yo

📷 Illustration: Jakob Hinrichs

y or ie?
As a general rule: -y is an English suffix, whose function is to create an adjective (usually from a noun, eg creamy); -ie was originally a Scottish suffix, whose function is to add the meaning of "diminutive" (usually from a noun, eg beastie).

So in most cases, where there is dispute over whether a noun takes a -y or an -ie ending, the correct answer is -ie: she's a girly girl, but she's no helpless girlie. Think also scrunchie, beanie, nightie, meanie … There are exceptions (a hippy, an indie band), but where specific examples are not given, use -ie for nouns and -y for adjectives

Yahoo
(the company) no exclamation mark

y'all

Yangon
not Rangoon, and not the capital of Myanmar; that is Naypyidaw

Yangtze
river; not Yangtse

Yar'Adua, Umaru
president of Nigeria from 2007, when he succeeded Olusegun Obasanjo, until his death in 2010

year
write 2012, not "the year 2012"; for a span of years use hyphen thus: 2011-12, not 2011/12. If you need to say it aloud – for example, in a podcast – say "twenty-twelve" not "two thousand and twelve"

year 1, year 10
etc (schools)

yearbook

Yedioth Ahronoth
Israel's biggest-selling newspaper

Yellow Pages
TM

Yemen
not "the Yemen"

yes campaign, no campaign
not Yes or "yes" campaign.

The yes campaign, or yes campaigners, campaign for a yes vote; the no campaign campaigns for a no vote. Don't say "no campaigners" or "no vote campaigners" as this can be ambiguous

yesses and noes

yesterday
Give some thought to where you place the time element in a story: do not automatically put it at the start ("David Cameron yesterday insisted …"), a style satirised by the subeditor turned bestselling author Bill Bryson, who wrote: "Anyone not acquainted with journalists could be forgiven for assuming that they must talk something like this: I last night went to bed early because I this morning had to catch an early flight."

Constructions such as "the two sides were today to consider", as we have been known to say, sound ugly and artificial. As with headlines, try reading out loud to find the most natural arrangement.

Remember that we have millions of readers in different time zones around the world, for whom yesterday, today and tomorrow will not necessarily mean the same

thing. Terms such as yesterday, today, tonight and tomorrow should not be used on the website: if you need to specify, say "on Wednesday", etc.

"Yesterday" remains appropriate for some newspaper stories, which are most likely to be read in the UK first thing in the morning, but not for the website, which may be read at any time, anywhere in the world

yoghurt

yo-yo

Yo-Yo Ma
cellist

Yoon Suk Yeol
the president of South Korea

York Minster

Yorkshire
North Yorkshire, South Yorkshire, West Yorkshire and East Yorkshire or the East Riding of Yorkshire. Try to be specific about which county is being referred to

Yorkshire Dales

yorkshire pudding, yorkshire terrier

Yorkshire Ripper

Young, Lady

Lady Young of Hornsey
a former actor (she appeared in the TV series Metal Mickey), artist and academic

Lady Young of Old Scone
former chief executive of the Environment Agency and the Care Quality Commission, appointed chancellor of Cranfield University in 2010

Lady Young of Farnworth
a former Tory leader of the Lords and staunch defender of section 28, died in 2002

young offender institution

young turks

The Young Visiters
(not Visitors) novel by the Victorian child author Daisy Ashford, filmed by the BBC in 2003

yours
no apostrophe

YouTube

yuan
Chinese currency; we don't call it renminbi

Yu-Gi-Oh!
trading card game

yuletide

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

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