

Guiding Principles: with particular reference to the foregoing letter:

1. The old (Orthodox) spelling must be disregarded: we are dealing only with sounds. There is no W-sound in "writers" and its plural has a z-sound, ʒ; not the less frequent S-sound which has to be spelt in "cats, caps, cakes," ʒ. There is no true N-sound in "think", ɲ. Say "Catch a cat": the second "a" differs in sound from the first and third: these vowels are ɔ, ɛ, ɔ; and the word "a" is always spelt with ɛ. There is a similar difference between the A-sounds in "alphabet".
 - 1a. As plurals vary in sound, so do past-tenses. Though those in the letter have a D-sound, ʒ, there are frequently others having a T-sound, ʈ; e.g. "mixed, laughed, tipped". Though we say "used" with a final ʒ, we say and spell "used-to", ʌʒ ʈ.
 - 1b. Shavian letters are never doubled unless the sound is doubled: compare "announce, annoy" (having no doubled N-sound) with "unnamed, unknown": compare "missive" (single S-sound) with "misspelt".
2. In many words of one syllable, the vowel sound differs according to the degree of emphasis or stress in a particular context. To avoid different spellings of the same one-syllable words, they will be spelt always as though stressed. e.g. "but" is always ɔʈ, "that" is always ɔʈ, "be" is ɔ, "me, he, she, we" are always spelt with vowel ɔ, "Sir, per" are ʒɔ, ʒɔ.
 - 2a. To rule 2 there are 6 notable exceptions: "a, an" are always spelt with their unstressed vowel sound, ɛ, ʌ: "the, of, and, to" are conventionally spelt without any vowel, ɔ, ɛ, ʌ, ɔ.
3. In words of two or more syllables, pronunciation often changes when stressing changes, though the words have a similar root meaning: Compare the vowels in "essence, ʌʌʒ" and "essential, ʌʌʒɛ": in "appro ʌʌʒɔ", and "approving ʌʌʒɛʌʌʒ": in "pronoun ʌʌʒɛ", and "pronounce, ʌʌʒɛʌʌʒ". By careful rendering of the vowel sounds (and without accentuation marks) Shavian spelling will generally suggest how such words are stressed in speaking. It is important to notice that the so-called "neutral" sound of ɛ is UNIQUE IN THAT IT NEVER OCCURS WHERE STRESS OCCURS. Carefully compare the stressed vowel ɛ (up) with the unstressed vowel ɛ (adɔ) in: "Much adɔ about Nɔthing" - ʌʌʒ ɛ ʌʌʒ ɛʌʌʒ. Both are "short" vowels, always distinguishable by stressing, if not always and everywhere by pronunciation.
 4. To indicate the effect of a second syllable, insert a vowel ɛ before the final consonant in such words as "little, ladle, prism, chasm, risen, laden". This diminished vowel sound is perceptible in "prism" though absent in "prismatic". It is now proposed to write such negative verbs as: "Didn't, doesn't, haven't, hasn't, wasn't, wouldn't, couldn't, shouldn't" with ɛ in their ending - ʌʌʒ, omitting the apostrophe. Single syllable negative verbs need no such second vowel: e.g., "Don't, won't, can't, shaln't, weren't", end in - ʌʌʒ.
5. As ɛ is always stressless so too is its compound with R, ɛʌ: it is stressless in the first part of its keyword, "array, ɛʌ". We write the same first letter in "arɔse, ɛʌʌ", which must be distinguished from the first stressed sound in "arrows, ʌʌʌ". "Arrive, arrears" begin with ɛʌ; "arranger" begins and ends alike with ɛʌ. This letter spells the very common word-ending "-er", which varies in Orthodox spelling of "mortar, worker, Kaffir, author, martyr, neighbour" - all having the same

sound unstressed, all correctly spelt with ɔ : but far too often misspelt with ʊ, — which suggests a non-existent stress on the final syllable.

This letter ʊ is not only capable of carrying stress; it differs from ɔ in being more prolonged, even when the R-part of the compound is silenced as it commonly is in Britain. "Bird, heard, herb, hurt, girl, urge, stir, cur, her," are words correctly spelt with ʊ; and its keyword "err", is to be pronounced with that same prolonged vowel sound. If you pronounce it with the same vowel sound as in "errand", or in "air", the keyword, "err", will mislead you.

We next come to a stressed vowel which is not as prolonged as ʊ should be. Compare "bird" with the shorter vowel "burrow": write "burrow" with ɜ. Compare "heard" with "huddle": "hurt" with "hut": "girl" with "gull": "herb" with "hub". The first word of each pair is spelt with the longer stressed ʊ. The second of each pair requires this shorter stressed letter ɜ.

When we agree in our use of these 4 letters, ɪ, ɔ, ʊ, ɜ, we have overcome the chief difficulties of an internationally agreed spelling.

- 6. According to locality or to context, every shade of pronunciation between ɪ and ɪ̄ may be heard as the final sound in "many, city, sunny, money, lassie, simile, coffee, committee". The constant feature is that it is in every case an unstressed vowel. It should therefore be spelt consistently with ɪ: leaving the longer sound of ɪ̄ to indicate a fully stressed ending in "trustee, legatee, employee, mortgagee." Pronouncing dictionaries (when intelligible!) make this distinction, Here again, stress or its absence determines spelling.
- 6a. Write ɪ̄ in "idea, Ian, Korean, real": and write the same letter in "India, area, various, tutorial, Shavian," despite a minor difference in the diphthong and its rhythm.
Where R follows, write the compound letter ɪ̄r, in "dear, near, here, pier, arrears, sincerely".
- 7. Our pronunciation of words like "poor" is bound to vary according to emphasis, from -vɔ to -ʌ, making some arbitrary decision necessary in spelling. The course proposed is to write vɔ for "poor, sure, tourist, jury"; but ʌ in cases where -ɔ is a separate syllable added to a root-word ending in ʌ, such as "brew-er, blu-er". Similarly, write -vɔ in "cure, endure, mature"; but -ʌ in "view-er, few-er".
- 7a. "Your" will no longer be spelt as in ANDROCLES. It remains to be seen whether ɪ̄r, (following rule 7), or the much used spelling ɪ̄, prevails.
- 7b. "Our" should be ɔ; let us reject ɔ̄ and ɔ̄ by agreement.
- 8. "To" is always spelt ɪ̄; the context suffices to show when it is stressed. "Too" and "two" are spelt ɪ̄. "Together, today, into" etc., are spelt with ɪ̄v.
- 9. There is a great variation in the stress with which prefixes are uttered: we must be consistent in spelling them.
The prefix "un-" (equivalent to "not") has the fuller stressing of a separate or hyphenated word, e.g. "unnatural, unobserved, unkind". Spell this with ɪ̄v. Note as exceptions, written with stressless ʌ -: "unless, until", ʌvɪ, ʌtɪc.
The nouns conduct, conscript, compound", have a marked stress on the prefix ɔ̄[ɪ̄]-, while the corresponding verbs "conduct, conscript, compound", will be distinguished by their neutralized stressless prefix ɔ̄[ɪ̄]-. Prefixes listed on page 5 provide further examples of changes in stress and in spelling.

9a. Among usages yet to be established in general practice is the proposed distinction between stressed and unstressed initial "e". If stressed, it must be pronounced and spelt as ϵ in "ensign, emblem, elevate". But when unstressed, initial "E" tends to become an i-sound; and the better unstressed spelling is with i in entire, embark, elève". Compare also "desparate" (ϵ -); with "despair" (i -): "Desert" (ϵ -) with "dessert" with (i -). Compare "récount" (ϵ -), to count again, with recount (ϵ -), to narrate: The noun "récord" (ϵ -) with the verb "record" (ϵ -). Other prefixes require similar attention to the influence of stress on their spelling.

10. There remain relatively few vowel pronunciations, national rather than personal, which present some difficulty. Can their spelling be agreed? If so, writers will gladly conform for the sake of easier reading.

Can Americans adopt the short-e spelling of "very" as ϵ ?

It is to be hoped that we can agree how to spell our countries. Most writers seem agreed on the following:

America, ϵ ; Australia, ϵ ; Canada, ϵ ; Canadian, ϵ ;
 England, ϵ ; English, ϵ ; New Zealand, ϵ .

Obviously our own names should be spelt as we wish them spoken. Though no Britisher will spell a British "John" otherwise than ϵ , there is no reason why an American "John" should not be ϵ if he so wishes; it must depend on his own signature.

But need the same difference of vowel affect the spelling of "gone, long, dog, not, what, want, was"? Cannot Americans adopt the short English vowel ϵ for all these words?

Our sample letter writer has unintentionally spelt "naturally" with two letters ϵ , having overlooked the letter ϵ which combines these sounds. Can we be equally sure his spelling ϵ for "all" is only a slip, intended for ϵ ?

English speech-trainers say "last", ϵ ; "fast", ϵ . Many writers wish to write ϵ , ϵ , etc. Here we must admit alternative spellings until one or the other prevails in general usage. We must evidently write "new", ϵ , "due", ϵ with alternative American spellings ϵ , ϵ . However necessary, alternatives are a nuisance to fast readers. They are particularly objectionable to printers and publishers. Let us limit them strictly; conforming readily, whatever general usage establishes itself.

11. WH-words, e.g., why, when, where, whether: Aspiration of such words varies, according to their context, from an emphatic H-sound to none at all. But they must be spelt consistently. Writers are sharply divided: some follow the spelling of ANDROCLES and consistently spell without suggesting aspiration; others wish to indicate it. Either course must be allowed if followed in all contexts; but those choosing to represent aspiration must take care to restore the correct and original Anglo-Saxon order of sounds (which is hw—) by writing: ϵ , ϵ , ϵ . "Who, whole, whoop, whore" always need initial ϵ , without /.

N.B: It will be clearly understood that our habitual pronunciation, whatever it is or however it varies, is uncommitted and uninfluenced by conformity to adopted spellings. These principles of spelling and the Lists which now follow are FOR THOSE SEEKING GUIDANCE in Shavian spelling. There are a few readers who still prefer to "hear the writer speak" in a truly personal spelling. These notes are for the majority who seek that facility in reading - and in writing - at which Shaw aimed.

COMMON WORD-ENDINGS:

- 5 Locks beds boots puts
- 2 logs beds shoes sees
- 2 boxes houses ceases
- 12 Chimneys ladies coffees
- 2 John's today's she's
- 2 Jones's boss's fox's
- 1 placed rushed matched
- 1 paddled forged measured
- 7 padded rotted needed
- 2 actress laundress priestess
- 21 brightest dirtyest
- 21 darkness fulness
- 21 hopeless useless
- 2 taking looking
- 2 brighter worker author
- 2 blacken common woman
- 2 penance occurrence
- 21 pennants currents
- 2 action mission ocean
- 2 vision decision occasion
- 21 payment government
- 1 separate (adj.): verb - 21
- 2 fatal little devil
- 2 fatally
- 21 carefully; cf. fully 21
- 2 careful: cf. cupful - 21
- 2 payable possible
- 2 foreman seaman Englishman
- 2 seamen workmen Irishmen

- 2 Monday Tuesday holiday
- 2 backward, westward
- 21 headland England
- 21 handsome awesome
- 1 city, money lassie coffee
- 4 employée legatée
- 21 surely really
- 21 happily
- 21 absurdity
- 11 captive, relative
- 12 carriage storage manage

COMMON PREFIXES:

- 1 ablaze afoot agree
- 2 around arrange arose: cf. arrows 21
- 2 announce annoy: cf. annual 21
- 2 obtain object: cf. object 21
- 2 advise advance: cf. advocate 21
- 2 affect; cf. affectation - 21
- 2 effect; cf. effort 21
- 2 involve enquire engaged: cf. envoy 21
- 2 improve employ: cf. empress 21
- 1 evolve emit elude: cf. evil 21
- 21 excite expect: cf. expectation 21
- 21 exert examine
- 21 before believe become: cf. being 21
- 21 refer repeat receive: cf. reaffirm 21
- 21 defend devise deter (cf. reference 21, detail 21, detrimental 21)
- 21 today together; into

THE COMMON WORDS:

An average-analysis of written English, by Dr Godfrey Dewey of Harvard, shows that repetitions of 170 different words cover 60% of all we read and write. These with some 50 others are listed here. Learn to recognize and write them automatically.

a	1	any	21	by	21
about	21	are	21	came	21
after	21, 21	as	21	can	21
again	21, 21	at	21	cannot	21
against	21, 21	away	21	can't	21
all	21	be	21	come	21
already	21	because	21, 21	cordially	21
although	21	been	21	could	21
also	21	before	21	day	21
always	21	being	21	dear	21
am	21	between	21	did	21
an	21	business	21	didn't	21
and	21	but	21	do	21

does	היך	made	עשה	rather	אשר, אכן	under	תחת
done	עשה	make	עשה	reach	גיש	unless	אלא
don't	לֹא	man	אדם	read	קרא, קרי	until	עד
down	למטה	many	רבים	really	אמתי	up	למעלה
during	במהלך	may	אולי	right	ישר	upon	על
each	כל	me	אני	said	אמר	us	אנחנו
either	או, או	men	אנשים	same	זה	use (v.)	השתמש (n.)
enough	הרבה	might	אולי	say	אמר	used	השתמש
ever	אף פעם	money	כסף	says	אומר	used to.	השתמש
every	כל	more	יותר	shall	אעשה	usual	רגיל
faithfully	באמון	most	רוב	shan't	אֶלֶם	vary	שונה
far	רחוק	much	רבות	Shavian	לעין	very	מאד
few	מעט	must	חייב	she	היא	want	רוצה
first	ראשון	my	אני	should	צריך	war	מלחמה
for	ל, []	near	קרוב	sincerely	בהכרח	was	היה
from	מ	never	אף פעם	so	כך	wasn't	היה לא
give	תתן	new	חדש, נ	some	כמה	way	דרך
go	לך	next	באחרי	something	משהו	we	אנחנו
good	טוב	no	אין	still	עדיין	well	טוב
got	קיבל	none	אין	such	כזה	went	הלך
great	גדול	not	לא	sure	בטח	were	היו
had	היה	nothing	אין	take	לקחת	what	[]
has	יש	now	עכשיו	talk	דבר	where	[]
have	יש	of	של	than	מ	which	[]
he	הוא	off	מ	thank	תודה	while	[]
her	היא	often	לרוב, רבות	that	זה	who	מי
here	הנה	old	ישן	the	ה	whole	הכול
him	הוא	on	על	their	הם	whose	השלו
his	הוא	once	פעם	them	הם	why	[]
how	כך	one	אחד	then	אז	when	[]
I	אני	only	רק	there	שם	will	אולי
if	אם	or	או	these	אלו	with	ב
in	ב	other	אחר	they	הם	woman	אישה
into	ל	our	האנחנו	thing	דבר	women	נשים
is	הוא	over	מעל	think	חשב	word	מילה
it	זה	out	ל	this	זה	work	עבודה
just	רק	own	האנחנו	those	אלו	world	עולם
knew	ידע, ידע	part	חלק	thought	חשב	would	אולי
know	ידע	pass	עבר, עבר	three	שלושה	write	כתב
large	גדול	past	בש, בש	through	דרך	written	כתוב
last	אחרון, אחרון	people	אנשים	time	זמן	wrong	גוי
like	כמו	please	נא	to	ל	year	שנה
little	מעט	pleasure	נא	today	היום	yesterday	אתמול
long	ארוך	possible	אפשר	together	חד	yet	עדיין
look	ראו	put	הניח	too	גם	you	אתה
lost	אבד	question	שאלה	two	שני	young	צעיר
love	אהב	quite	ל	truly	אמתי	your	הוא, הו

Though fresh conventions appear in the Press constantly, there is also a marked tendency for them to become pronouncable words which can be written with certainty in Shavian. The names "Nazi", and "Gestapo," were once conventions for Nationalsozialist, and Geheime Staatspolizei. Though still printed in capital letters, UNO and NATO are already spoken as words in their own right, and their vowels O and A-O can no longer be transcribed as having their initial sound in "Organization" and "Atlantic". They are $\cdot\text{wio}$ and $\cdot\text{vto}$.

Shavian writers may even hasten this tendency by writing, say, $\cdot\text{wio}$ $\cdot\text{vto}$. Unless the term "Intelligence Quotient" dies, we should make it a simple word, $\cdot\text{vto}$. Such experiments may find favour. The only need is to be surely understood.

HINTS ON HANDWRITING

in response to enquiries :

First read carefully ANDROCLES pages 147-9. Then consider whether your writing is free from these often observed faults:-

- a. Avoid heavy pressure on the pen. With a light touch, a nib pen writes any Shavian letter easily. When ball-point pens miss a stroke, the cause is slight greasing of the paper, avoided by resting hands on a protecting sheet.
- b. Good spacing is important as well as good letter-formation. Leave no space between letters: leave ample and regular spacing between words: leave double that space between sentences. End sentences with a heavy full-stop, or with a tiny cross (as journalists do). 5 or 6 lines to 2" depth is small enough writing.
- c. It should be unnecessary to lift the pen before a character is completed. Begin at the upper end of each letter, excepting in letters / 2 3 4 5 6 7 8. These 10 letters are conveniently, if not necessarily, written beginning at the bottom and moving rightwards, sometimes connecting with a letter on either side. The long stroke of / is better written downwards with some pens. Convenience decides.
- d. Because free handwriting is irregular in size as well as in shape, reading is made easier and safer where Talls and Deeps average twice the height of Shorts. This avoids risk of confusing 1 with 2, 3 with 4, etc.
- e. Oblique tails characterize 5 and 7. Avoid too upright 6, 7 and too rounded 5, 7.
- f. Even in a sloping handwriting, 1 should not become vertical !; nor should / be written with a wide-sprawling angle which occupies more than one letter-space. Both faults are common.
- g. The crossing point in 2 and 3 is "half a Short" high above the "writing line!"
- h. Carelessly written, 5 and 7 are ill distinguished from 6, 8; 9, 1. The two consonants are nearly two-thirds of a circle; the narrower vowels are four different quarters of an upright oval.
- i. An imaginary | vertical line should only once cut through 2 or 3. It should cut through 5 or 7 in three places. Make this distinction in shape as well as in height.
- j. Distinguish in height and shape between 4 and 6: one is upright, the other slopes.
- k. 5 and 7 have curved tops to produce an acute angle, without which they too much resemble ill-written 5, 7 (L,R).
- l. 7 does require a flat top. Distinguish it well from 7, 7.
- m. 0 connects best with letters on either side if written in a clockwise direction.
- n. Distinguish sufficiently between V and 7.
- o. In both 5 and 7 the curve is written rightwardly, in one case at the bottom, in the other at the top. The straight stroke is a little over "half Short" in height, but it is too often made "full Short", thus: 5, 7. Sometimes these letters become plain angles <, > which, hastily written, suggest the L and R sounds, 5, 7.
- p. In 5 and 7 the lower curve is usually brought too high, cramping the top bow and often suggesting 5, 7; 5, 7. The top end of the bow should be overhung to come in line obliquely with the lower curve. These are familiar shapes: one is capital-G in a sloping hand; the other, capital-R without an upright.
- q. 9 is a compound of two letters, but it is seldom allowed its characteristic width.

In cases of difficulty, trace on transparent paper a few times from the alphabet card.

Always read what you have written before despatching it.