

With regard to; in respect of; with respect to; as to whether; as to why; as to how. These are cumbersome, if not illiterate phrases, and can readily be avoided by redrafting. A sentence beginning, for example, "The question arises as to why...." leads in a long sentence straight to a hopeless syntactical wilderness.

Enclosed herewith; attached hereto. The herewith and the hereto are otiose, and should be dropped.

Under immediate reference. Since on our message and numbered letter forms a space is provided for Reference, there does not seem much sense in beginning a telegram "Your telegram under immediate reference".

The Undersigned. This seems to be used fairly widely by writers who probably once were told that they should not begin a sentence with the word "I". They were misinformed.

We shall not fail to let you know. This is a piece of unnecessary pomposity.

Presently. Presently does not mean "at present".

In this same connection. This is endemic in the department, and like "by the same token" (above), appears to be simply filler. It appears often in telegrams, and it is grievous to receive this useless phrase, particularly, on occasion, at 91 cents a word.

Hopefully. This latest blight must disappear at once from departmental correspondence, unless it is properly attached to the subject of a sentence. We can face the future hopefully, but it is complete rubbish to write "Hopefully, the postal strike will be over soon". See Follett Modern American Usage

At your earliest convenience; as soon as possible; as early as possible. The first of these phrases seems peremptory and insulting and, like the two other phrases, is meaningless. In our work we should use something like "Reply needed before 10 AM August 15".

Significant. Significant is not a synonym for important. To write "There has been a significant rise in the cost of living" is improper unless it is associated with something likely to follow, such as increased strikes. To write "There has been a significant increase in crime" is to overwork this word, used far too frequently as a packhorse, instead of any one of the many correct options, such as disturbing, important, very great. Those who organized this Seminar have made a timely, or an original, or a valuable, or an