## It's a 2for1 blog post

There's been two blog post ideas floating around in my head, so I thought I would combine them since they are both short.

## Details please!

A few weeks ago, I saw a query from a woman to a group we're both in. She was asking about "affordable" meeting space that would allow her to charge for admission. Predictably, the questions starting rolling in: How many people would she be hosting? Would she be serving food? And from me, what did she consider affordable?

Her question was fundamentally flawed because she did not provide enough detail.

Imagine if before asking a vague question, this woman had taken a few minutes to think about what is necessary in booking a meeting space (you know, those pesky details):

- Number of attendees/space needs
- Location
- Budget
- Amount of time needed
- Schedule (date and time)
- Ability to charge attendance
- Catering (needed or not)

She would have saved time (hers and ours): getting better suggestions and fielding fewer questions.

Next time you are looking to get information about anything, take a few minutes to think about the details that may be relevant. Make it easy for others to provide you with the information you need.

## It's all about him!

Saw this on Twitter:



The man stabbed on H Street this afternoon has died from their injuries. on.wusa9.com/1J0nSLa

Although it's become acceptable to use the plural for gender neutrality (I still prefer his/her because plural is plural), if you know the gender (male in this case) it is perfectly OK to use a gendered pronoun (his not their). It's worrisome that people are so intent on being gender neutral (which is good) that they forget that gendered pronouns can be used appropriately.

That's all folks. Catch you soon and let me know if you have any documents that need some copy editing.