



# **EHF STYLE GUIDE**

Season 2021/22

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# 1. INTRODUCTION

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## INTERACTIVE STYLE GUIDE

This guide has the intention that it is easy to navigate around it.

From the **contents** page, you can click and jump to the main sections of this guide.

The **blue circle** on the right-hand side of each main page is a button that brings you back to the contents page.

On each main page, there are **light grey arrow buttons**. When clicked, the left arrow provides the previous page, the right arrow, the next page.

*(An example of the last two navigation tools are available on this page.)*

The EHF Style Guide has been produced by the EHF Media and Communications Department and is intended as a reference guide for all those working for or with the European Handball Federation. Our aim has been to create a common line for the spelling and usage of English words and terminology across all of the federation's written communications, whether this is in reports, letters or emails, official publications or TV graphics.

We have included information on the specific terminology used in handball, naming conventions within the EHF and its competitions and also tips on the correct use of grammar and punctuation. The EHF uses British English as a standard for its written communications and the Oxford English Dictionary as a reference.

This guide forms an important part of the overall EHF brand and corporate identity and has been developed to ensure a consistent voice and style in all of our communications. Written in consultation with our colleagues in the EHF Office as well as the federation's various stakeholders, the guide details the EHF's own house style and our own approach to the use of language, terminology and points of grammar to ensure a consistent approach across all of our channels – our hope is that this guide will also help with uncertainties around the spelling and use of particular words or terminology.

The EHF Style Guide is intended to be a 'living and breathing' document for both internal and external use. We actively welcome challenges and suggestions for additions to this guide. It is our intention to update the guide, on at least an annual basis, to ensure that the EHF's use of the English language remains current and also reflects changes within the sport and the federation itself.

If you have a question or a suggestion, simply get in touch with a member of the EHF Media and Communications team at the EHF Office in Vienna ([styleguide@eurohandball.com](mailto:styleguide@eurohandball.com)).

## **EHF Media and Communications**

## 2. HANDBALL

### 2.1 Handball terms

TERM	NOTES
<b>beach handball</b>	<ul style="list-style-type: none"><li>• Not capitalised</li><li>• Two words, not hyphenated i.e. not beachhandball, beach-handball or beachandball</li></ul>
<b>field handball</b>	<ul style="list-style-type: none"><li>• Not capitalised</li><li>• The original form of the sport, played outdoors, on larger pitch and on grass</li><li>• May also be referred to as 11 a-side handball</li></ul>
<b>handball</b>	<ul style="list-style-type: none"><li>• Not capitalised</li><li>• Can be referred to as indoor handball to differentiate it from the beach version</li><li>• Referred to as team handball or Olympic handball in some English-speaking countries</li></ul>
<b>snow handball</b>	<ul style="list-style-type: none"><li>• New form of the sport</li></ul>
<b>mini handball</b>	<ul style="list-style-type: none"><li>• Not capitalised, two words, not hyphenated i.e. not minihandball, mini-handball</li></ul>
<b>street handball</b>	<ul style="list-style-type: none"><li>• New form of the sport played outdoors</li></ul>
<b>wheelchair handball</b>	<ul style="list-style-type: none"><li>• Not capitalised, two words, not hyphenated i.e. not wheelchairhandball, or wheelchair-handball</li></ul>

## 2.2 Playing positions

TERM	NOTES
<b>back court player</b>	<ul style="list-style-type: none"> <li>• Not back-court or Back Court</li> </ul>
<b>centre back (CB)</b>	<ul style="list-style-type: none"> <li>• Not centre-back or central back</li> <li>• Centre back is the official term for this position and preferred term but ‘playmaker’ can be used in editorial</li> <li>• Not middle back</li> </ul>
<b>extra attacking player</b>	<ul style="list-style-type: none"> <li>• An extra player instead of a goalkeeper</li> <li>• ‘A seventh attacking player’ can also be used</li> </ul>
<b>goalkeeper (GK)</b>	<ul style="list-style-type: none"> <li>• Not goal-keeper, goal keeper</li> <li>• ‘keeper’ can be used in editorial, informal texts</li> <li>• ‘shot stopper’ can be used as a synonym</li> </ul>
<b>left back (LB)</b>	<ul style="list-style-type: none"> <li>• Not left-back</li> </ul>
<b>left wing (LW)</b>	<ul style="list-style-type: none"> <li>• Not left-wing</li> </ul>
<b>line player (LP)</b>	<ul style="list-style-type: none"> <li>• Not line-player</li> <li>• Line player is official term for this position and preferred to term ‘pivot’</li> </ul>
<b>pivot</b>	<ul style="list-style-type: none"> <li>• Term ‘line player’ is the official and preferred term but pivot can be used in editorial</li> </ul>
<b>playmaker</b>	<ul style="list-style-type: none"> <li>• Not play-maker or play maker</li> <li>• Can be used instead of centre back in editorial</li> <li>• Note that ‘centre back’ is preferred term</li> </ul>
<b>right back (RB)</b>	<ul style="list-style-type: none"> <li>• Not right-back</li> </ul>
<b>right wing (RW)</b>	<ul style="list-style-type: none"> <li>• Not right-wing</li> </ul>
<b>substitute</b>	<ul style="list-style-type: none"> <li>• Not replacement player</li> <li>• ‘Rolling substitutions’ are permitted in handball, meaning that an unlimited amount of changes can be made during the game</li> </ul>

## 2.3 General terms

TERM	NOTES
<b>attack</b>	<ul style="list-style-type: none"> <li>Term 'offence' can also be used</li> </ul>
<b>blue card</b>	<ul style="list-style-type: none"> <li>Introduced in new IHF rules on 1 July 2016</li> <li>Referees may show a blue card in addition to the red card in the case of a 'disqualification due to a particularly reckless, particularly dangerous, premeditated or malicious action' which will also include a written report</li> </ul>
<b>court</b>	<ul style="list-style-type: none"> <li>Handball is played on a court NOT a field, pitch, turf etc.</li> </ul>
<b>playing court</b>	<ul style="list-style-type: none"> <li>Avoid using football terms</li> </ul>
<b>handball court</b>	<ul style="list-style-type: none"> <li>'Ground' can be used when referring to home and away e.g. "home ground", "away ground"</li> </ul>
<b>defence</b>	<ul style="list-style-type: none"> <li>Not defense</li> </ul>
<b>delegation</b>	<ul style="list-style-type: none"> <li>Note spelling of 'defensive'</li> <li>The term for players and officials who are nominated to participate</li> <li>During EURO events 'official delegation'</li> </ul>
<b>disqualification</b>	<ul style="list-style-type: none"> <li>After third two-minute suspension</li> </ul>
<b>direct disqualification</b>	<ul style="list-style-type: none"> <li>From a direct red card</li> </ul>
<b>diving</b>	<ul style="list-style-type: none"> <li>Faking or exaggerating body contact by an opposing player to gain an advantage from a referee, usually by falling down</li> </ul>
<b>empty goal</b>	<ul style="list-style-type: none"> <li>A situation where the goalkeeper is taken off and replaced with an additional court player in attack</li> </ul>
<b>extra time</b>	<ul style="list-style-type: none"> <li>Not extra-time</li> </ul>
<b>fast break</b>	<ul style="list-style-type: none"> <li>Not fast-break or Fast-Break</li> </ul>
<b>faulty substitution</b>	<ul style="list-style-type: none"> <li>A situation where player leaves the court outside substitution area or enters the court before his teammate has left the court</li> </ul>
<b>final whistle</b>	<ul style="list-style-type: none"> <li>Not final-whistle</li> </ul>
<b>first half, second half</b>	<ul style="list-style-type: none"> <li>Not first-half</li> </ul>
<b>free throw</b>	<ul style="list-style-type: none"> <li>Not free-throw</li> </ul>
<b>fair play</b>	<ul style="list-style-type: none"> <li>Not fairplay or fair-play</li> </ul>
<b>full-time</b>	<ul style="list-style-type: none"> <li>Not full time or fulltime</li> </ul>
<b>game</b>	<ul style="list-style-type: none"> <li>Can refer either to a 'match' or the sport i.e. the game of handball</li> </ul>
<b>game administration</b>	<ul style="list-style-type: none"> <li>The combined process of on-and-off-court officiating related to an official match in accordance with the Rules of the Game and the Regulations valid for the respective competition the match belongs to. It means the coordination of tasks and activities by both referees and delegates (including timekeeper and scorekeeper) before, during and after the match.</li> </ul>
<b>goal line</b>	<ul style="list-style-type: none"> <li>Not goal-line or goalline</li> </ul>
<b>goal-line technology</b>	<ul style="list-style-type: none"> <li>TV technology used for assessing whether the ball has crossed the goal line</li> </ul>
<b>goal-light technology</b>	<ul style="list-style-type: none"> <li>Not goal light or goallight</li> <li>Video technology used (light behind goal) to indicate time-out or end of match</li> </ul>
<b>half-time</b>	<ul style="list-style-type: none"> <li>Not half time or halftime</li> </ul>
<b>hip shot</b>	<ul style="list-style-type: none"> <li>A shot where player hides the ball and flings it around the waist with an armlike movement that looks like a whip, using the rotation of his hip.</li> </ul>
<b>in-flight goal</b>	<ul style="list-style-type: none"> <li>Rather than kempa (German) or kung fu (French)</li> </ul>
<b>instant replay</b>	<ul style="list-style-type: none"> <li>Video technology enabling referees to look again at a match situation before reaching a decision</li> </ul>
<b>jump shot</b>	<ul style="list-style-type: none"> <li>Basic handball shot where player jumps in the air in order to score a goal</li> </ul>
<b>knockout</b>	<ul style="list-style-type: none"> <li>Not knock-out or Knock-out, can be abbreviated to k.o. as in 'the competition's k.o. phase will throw off on 1 November'</li> </ul>

## 2.3 General terms

TERM	NOTES
<b>line-up</b>	<ul style="list-style-type: none"> <li>• i.e. starting line-up before the match</li> <li>• not lineup or line up</li> </ul>
<b>lob shot</b>	<ul style="list-style-type: none"> <li>• A shot that focuses on getting the ball to a certain height, where the goalkeeper cannot reach it, and then has it come back down again into goal</li> </ul>
<b>match</b>	<ul style="list-style-type: none"> <li>• A contest between two teams</li> </ul>
<b>match day</b>	<ul style="list-style-type: none"> <li>• Any day in a week when a match or matches of a respective competition is/ are played</li> <li>• Not matchday or match-day</li> <li>• Not to be confused with 'round'</li> </ul>
<b>offence</b>	<ul style="list-style-type: none"> <li>• Term 'attack' can also be used</li> <li>• Note: not 'offense'</li> </ul>
<b>one-on-one defence</b>	<ul style="list-style-type: none"> <li>• Not one on one defence, also note the British English spelling of 'defence' instead of the American English 'defense'</li> </ul>
<b>penalty</b>	<ul style="list-style-type: none"> <li>• Not to be confused with a two-minute suspension or other punishment</li> </ul>
<b>penalty line</b>	<ul style="list-style-type: none"> <li>• Penalty spot is not correct</li> <li>• Seven-metre-line can be used</li> </ul>
<b>penalty shot</b>	<ul style="list-style-type: none"> <li>• Not penalty throw</li> <li>• Not 7-metre</li> <li>• Seven-metre shot can be used</li> </ul>
<b>power play</b>	<ul style="list-style-type: none"> <li>• A situation where one team has a numerical advantage either through a suspension of the opponent or through fielding an extra attacking player instead of a goalkeeper</li> </ul>
<b>referee</b>	<ul style="list-style-type: none"> <li>• A person who is in charge of a game and who makes certain that the rules are followed</li> </ul>
<b>referee pair</b>	<ul style="list-style-type: none"> <li>• Avoid 'referee couple'</li> </ul>
<b>roster</b>	<ul style="list-style-type: none"> <li>• Players who are eligible to play on the day of a game (max 16)</li> </ul>
<b>second-wave counter attack</b>	<ul style="list-style-type: none"> <li>• Not second wave or Second wave</li> </ul>
<b>spin shot</b>	<ul style="list-style-type: none"> <li>• A shot that makes the ball rotate as it is moving in order to elude the goalkeeper</li> <li>• Different in beach handball where spin shot is a shot taken with full turn of the body in the air</li> </ul>
<b>squad</b>	<ul style="list-style-type: none"> <li>• Every player who could technically play over a season</li> <li>• During EHF EURO events 'official squad' limited to 28 players</li> </ul>
<b>substitution(s)</b>	<ul style="list-style-type: none"> <li>• Not 'replacements' when used as a technical term</li> </ul>
<b>support table</b>	<ul style="list-style-type: none"> <li>• Table usually located behind the timekeepers' table used for additional match-related personnel i.e. DJ, announcer, TV graphics etc.</li> </ul>
<b>team</b>	<ul style="list-style-type: none"> <li>• A number of people who do something together as a group</li> <li>• In an official match, team in handball consists of players nominated for the match (max 16)</li> </ul>
<b>teammate</b>	<ul style="list-style-type: none"> <li>• Not team mate or team-mate</li> </ul>
<b>technical fault</b>	<ul style="list-style-type: none"> <li>• Technical mistakes such as steps, dribble mistake, goal area infringement (rule technical faults) or by ball handling mistakes that lead to a loss of possession, a so called turnover.</li> </ul>
<b>throw-in</b>	<ul style="list-style-type: none"> <li>• Not throw in</li> </ul>
<b>throw-off / to throw off</b>	<ul style="list-style-type: none"> <li>• Not throw off</li> <li>• Note the verb 'to throw off' is not hyphenated</li> </ul>
<b>timeout</b>	<ul style="list-style-type: none"> <li>• Not Time Out or time-out</li> <li>• A timeout can be called by both coach (team timeout) or an official (timeout)</li> </ul>
<b>timekeeper's table</b>	<ul style="list-style-type: none"> <li>• Courtside table used by timekeeper, delegates etc.</li> </ul>

## 2.3 General terms

TERM	NOTES
<b>turnover</b>	<ul style="list-style-type: none"><li>• Not turn-over</li></ul>
<b>two-minute suspension</b>	<ul style="list-style-type: none"><li>• Can be referred to as 'two minutes' as in: He was sent off for two minutes</li></ul>
<b>unsportsmanlike conduct</b>	<ul style="list-style-type: none"><li>• As unsportsmanlike conduct is considered any verbal and non-verbal expressions that are not in conformity with the spirit of good sportsmanship. This applies to both players and team officials, on the court and outside the court.</li></ul>
<b>zone defence</b>	<ul style="list-style-type: none"><li>• In the zone defence each players has the main responsibility of a certain area/zone.</li></ul>



## 2.4 Beach handball

TERM	NOTES
<b>360, spin shot</b>	<ul style="list-style-type: none"><li>• Can also be referred to as a two-point goal</li><li>• A shot taken with full turn of the body in the air</li></ul>
<b>golden goal</b>	<ul style="list-style-type: none"><li>• Not golden-goal or goldengoal</li></ul>
<b>in-flight goal</b>	<ul style="list-style-type: none"><li>• Rather than kempa (German) or kung fu (French)</li><li>• Can also be referred to as a two-point goal</li></ul>
<b>shoot-out</b>	<ul style="list-style-type: none"><li>• Not shoot out or Shoot-Out</li></ul>
<b>specialist</b>	<ul style="list-style-type: none"><li>• player (either goalkeeper or player substituted for goalkeeper) wearing additional bib to indicate his/her goals count for two points</li></ul>
<b>creative shot</b>	<ul style="list-style-type: none"><li>• Having the ability or power to create; characterised by originality and expressiveness; imaginative (when leading to a goal, the goal is awarded with 2 pts.)</li></ul>
<b>penalty, 6m throw</b>	<ul style="list-style-type: none"><li>• Same as in indoor handball, just shot from a different distance (6m line) and the goal is awarded with 2 points</li></ul>

## 3. ORGANISATION

### 3.1 EHF bodies

BODY	NOTES
<b>European Handball Federation</b>	<ul style="list-style-type: none"><li>• Refer to as ‘the’ European Handball Federation</li><li>• Always use all three words</li><li>• In reports, refer to the European Handball Federation once at the beginning followed by (EHF) and from then on use ‘EHF’</li><li>• Avoid translating – this is a brand name</li></ul>
<b>EHF</b>	<ul style="list-style-type: none"><li>• Always in capital letters, no full stops in between EHF</li><li>• In a sentence refer to as ‘the’ EHF e.g. The governing body for handball in Europe is the EHF</li></ul>
<b>EHF Marketing GmbH</b> <b>EHF Marketing</b> <b>EHFM</b>	<ul style="list-style-type: none"><li>• EHF always capitalised</li><li>• Can be referred to as EHFM, always capitalised</li><li>• Do not refer to ‘the’ EHF Marketing</li><li>• Never refer to ‘European Handball Federation Marketing’</li></ul>
<b>EHF Congress</b>	<ul style="list-style-type: none"><li>• The highest body of the federation, meets every two years</li></ul>

## 3.2 Commissions

BODY	NOTES
<p><b>Executive Committee (EXEC)</b></p>	<p>The Executive Committee is the EHF’s executive body. It is responsible for all tasks not expressly assigned to the Congress by law or statutes. EXEC also undertakes tasks mandated by Congress.</p> <p>All titles capitalised when used as part of the title, e.g. “EHF President Michael Wiederer, EHF Secretary General Martin Hausleitner...”. Not capitalised as part of a regular sentence, e.g. “Michael Wiederer, president of the EHF...”. Rule applies to all titles.</p> <p>Members (elected by EHF Congress):</p> <ul style="list-style-type: none"> <li>• President</li> <li>• First Vice President</li> <li>• Vice President Finance</li> <li>• Chairperson Competitions Commission</li> <li>• Chairperson Methods Commission</li> <li>• Chairperson Beach Handball Commission</li> <li>• Executive Committee member 1</li> <li>• Executive Committee member 2</li> <li>• Executive Committee member 3 *</li> <li>• Executive Committee member 4 **</li> </ul> <p>Nominated members:</p> <ul style="list-style-type: none"> <li>• Chairperson of Professional Handball Board – nominated by the Professional Handball Board</li> <li>• Chairperson of Women’s Handball Board – nominated by the Women’s Handball Board</li> <li>• Chairperson of the Nations Board – nominated by the Nations Board</li> </ul> <p><i>* Executive members are always listed in the order of the number of votes received at the EHF Congress.</i></p> <p><i>** Up to two gender representatives may also be nominated (in case one gender is not represented or underrepresented) specifically for the electoral period 2021 – 2025.</i></p>

## 3.2 Commissions

BODY	NOTES
<p><b>Competitions Commission (CC)</b></p>	<p>The Competitions Commission is an elected body charged with overseeing the organisation of the EHF club and national team competitions for men and women as well as refereeing matters.</p> <ul style="list-style-type: none"> <li>• Always capitalised</li> <li>• Refer to full name of commission</li> <li>• Never refer to as a committee</li> <li>• Refer to as Competition Commission (CC) initially , thereafter as CC (only in internal communication)</li> </ul> <p>Members (elected by Congress):</p> <ul style="list-style-type: none"> <li>• Chairperson (also member of EHF Executive Committee)</li> <li>• Member Men’s Competitions</li> <li>• Member Women’s Competitions</li> <li>• Member Refereeing</li> </ul> <p>Nominated members:</p> <ul style="list-style-type: none"> <li>• Member Men’s Club Competitions – nominated by Men’s Forum Club Handball Gender representative</li> <li>• Member Women’s Club Competitions – nominated by Women’s Forum Club Handball Gender representative</li> <li>• Gender representative *</li> </ul> <p>All titles capitalised when used as part of the title, e.g. “Competitions Commission Chairperson XXXX...”. Not capitalised as part of a regular sentence, e.g. “XXXX, CC chairperson said...”. Rule applies to all titles</p> <p><i>* Up to one gender representative may also be nominated should either gender not be represented</i></p>
<p><b>Methods Commission (MC)</b></p>	<p>The Methods Commission is an elected body charged with overseeing coaching and technical matters, education and training and the development of the sport in Europe. Refer to the first time as the Methods Commission (MC) and from then on as MC (only in internal communication).</p> <p>All titles capitalised when used as part of the title, e.g. “Methods Commission Chairperson XXXX...”. Not capitalised as part of a regular sentence, e.g. “XXXX, MC chairperson said...”. Rule applies to all titles</p> <p>Members (elected by Congress):</p> <ul style="list-style-type: none"> <li>• Chairperson (also member of EHF Executive Committee)</li> <li>• Methods and coaching</li> <li>• Education and training</li> <li>• Youth, school and non-competitive sports</li> <li>• Member development</li> </ul> <p>Nominated members:</p> <ul style="list-style-type: none"> <li>• Gender representative *</li> </ul> <p><i>* Up to one gender representative may also be nominated should either gender not be represented</i></p>

## 3.2 Commissions

BODY	NOTES
<b>Beach Handball Commission (BC)</b>	<p>The Beach Handball Commission is charged with overseeing the organisation of beach handball competitions and the development of the sport and technical aspects including refereeing.</p> <p>All titles capitalised when used as part of the title, e.g. “Beach Handball Commission Chairperson XXXX...”. Not capitalised as part of a regular sentence, e.g. “XXX, BC chairperson said...”. Rule applies to all titles</p> <p>Members (elected by Congress):</p> <ul style="list-style-type: none"><li>• Chairperson (also member of EHF Executive Committee)</li><li>• Events and competitions</li><li>• Officiating</li><li>• Game design and coaching</li><li>• Development and promotion</li></ul> <p>Nominated members:</p> <ul style="list-style-type: none"><li>• Gender representative *</li></ul> <p><i>* Up to one gender representative may also be nominated should either gender not be represented</i></p>

### 3.3 Other EHF bodies

BODY	NOTES
<p><b>EHF Comptrollers (COMPT)</b></p>	<p>The EHF Comptrollers is an elected body charged with the internal examination of all EHF financial activity. The Comptrollers meet prior to independent audits and prepare reports, which are then put before the Finance Delegation. Refer to the first time as EHF Comptrollers (COMPT), thereafter as COMPT (only in internal communication).</p> <p>Members (elected by Congress):</p> <ul style="list-style-type: none"> <li>• Member 1</li> <li>• Member 2</li> <li>• Substitute</li> </ul>
<p><b>Nations Board (NB)</b></p>	<p>The Nations Board represents the interests of the member federations. It is the duty of the body to ensure the overall development of handball by working in the interests of the emerging and established national federations. A further function of the Nations Board is to analyse and develop the input received prior to submitting proposals to the EHF Executive Committee. It was introduced into the EHF structure in 2010 and reformed in 2021 to encapsulate both men’s and women’s activities. The Nations Board is an autonomous group of experts forming a body that is directly elected by Congress. The Nations Board originally replaced the National Team Committee and the National Team Board. Refer to the first time as Nations Board (NB), and thereafter as NB (only in internal communication).</p> <p>Members (Nominated by Nations Committee Men and Nations Committee Women):</p> <ul style="list-style-type: none"> <li>• Member 1 (nominated by NCM)</li> <li>• Member 2 (nominated by NCM)</li> <li>• Member 3 (nominated by NCM)</li> <li>• Member 4 (nominated by NCM)</li> <li>• Member 5 (nominated by NCM)</li> <li>• Member 6 (nominated by NCM)</li> </ul> <p><i>Note: The chairperson and deputy chairperson are selected from the elected members.</i></p>
<p><b>Nations Committee Men (NCM)</b></p>	<p>The Nations Committee Men represents the interests of the member federations specifically focusing on the area of men’s handball at all levels i.e. club and national team activities. It is the duty of the body to support the overall development of handball by working in the interests of both emerging and established national federations. A further function of the Nations Committee Men is to analyse and develop input received prior to submitting proposals to the Nations Board. The Nations Committee Men was introduced into the EHF structure in 2021 and it is an autonomous group of experts forming a body that is directly elected by Congress.</p> <p>Refer to the first time as Nations Committee Men (NCM), and thereafter as NCM (only in internal communication).</p> <p>Members (elected by Congress):</p> <ul style="list-style-type: none"> <li>• Member 1 (nation ranked 1-12)</li> <li>• Member 2 (nation ranked 13-24)</li> <li>• Member 3 (nations ranked 25 to 36)</li> <li>• Member 4 (nations ranked 37 to 50)</li> <li>• Member 5*</li> <li>• Member 6*</li> </ul> <p><i>Note: The chairperson and deputy chairperson are selected from the elected members. *elected out of the non-elected candidates from groups 1-4</i></p>

### 3.3 Other EHF bodies

BODY	NOTES
<p><b>Nations Committee Women (NCW)</b></p>	<p>The Nations Committee Women represents the interests of the member federations specifically focusing on the area of women’s handball at all levels i.e. club and national team activities. It is the duty of the body to support the overall development of handball by working in the interests of both emerging and established national federations. A further function of the Nations Committee Women is to analyse and develop input received prior to submitting proposals to the Nations Board. The Nations Committee Women was introduced into the EHF structure in 2021 and it is an autonomous group of experts forming a body that is directly elected by Congress.</p> <p>Refer to the first time as Nations Committee Women (NCW), and thereafter as NCW (only in internal communication).</p> <p>Members (elected by Congress):</p> <ul style="list-style-type: none"> <li>• Member 1 (nation ranked 1-12)</li> <li>• Member 2 (nation ranked 13-24)</li> <li>• Member 3 (nations ranked 25 to 36)</li> <li>• Member 4 (nations ranked 37 to 50)</li> <li>• Member 5*</li> <li>• Member 6*</li> </ul> <p>Note: The chairperson and deputy chairperson are selected from the elected members. *elected out of the non-elected candidates from groups 1-4</p>
<p><b>Women’s Handball Board (WHB)</b></p>	<p>The Women’s Handball Board is responsible for the promotion and development of women’s handball across Europe. It is made up of persons representing the interests of the national federations, clubs, leagues, players, and the EHF, with two representatives from each stakeholder group making up the Board. The Board was introduced into the EHF structure in June 2012. The Board’s chairperson sits on the EHF Executive Committee. Refer to the first time as Women’s Handball Board (WHB), thereafter as WHB (only in internal communication).</p> <p>Members (elected by Congress):</p> <ul style="list-style-type: none"> <li>• Member 1 (nominated by NCW)</li> <li>• Member 2 (nominated by NCW)</li> <li>• Member 3 (nominated by Clubs (WFCH))</li> <li>• Member 4 (nominated by Clubs (WFCH))</li> <li>• Member 5 (nominated by Leagues (EXEC))</li> <li>• Member 6 (nominated by Leagues (EXEC))</li> <li>• Member 7 (nominated by Players (EXEC))</li> <li>• Member 8 (nominated by Players (EXEC))</li> <li>• Member 9 (nominated by EXEC)</li> <li>• Member 10 (nominated by EXEC)</li> </ul> <p>Note: The chairperson and deputy chairperson are selected from the elected members.</p>

BODY	NOTES
<b>Professional Handball Board (PHB)</b>	<p>The Professional Handball Board (PHB) is a common strategic platform for the key stakeholders within European men's handball. It is made up of representatives of national federations, clubs, European professional leagues and players, with two representatives from each stakeholder group making up the Board. The Chairperson of the Professional Handball Board also has a seat on the EHF Executive Committee:</p> <ul style="list-style-type: none"> <li>• Member 1 (nominated by NCM)</li> <li>• Member 2 (nominated by NCM)</li> <li>• Member 3 (nominated by Clubs (MFCH))</li> <li>• Member 4 (nominated by Clubs (MFCH))</li> <li>• Member 5 (nominated by Leagues (EHLB))</li> <li>• Member 6 (nominated by Leagues (EHLB))</li> <li>• Member 7 (nominated by Players (EHPU))</li> <li>• Member 8 (nominated by Players (EHPU))</li> <li>• Member 9 (nominated by EXEC)</li> <li>• Member 10 (nominated by EXEC)</li> </ul> <p><i>Notes: The EHF President and Secretary General also sit on the Professional Handball Board. They are non-voting participants.</i></p> <p><i>The chairperson and vice chairperson are selected from the elected members.</i></p>
<b>European Handball League Board (EHLB)</b>	<p>The EHLB is a stakeholder representation group, of the European Handball Leagues (EHL), incorporated into the EHF structure comparable to the Nations Board. The main focus of the EHLB is to work on a close level with European leagues on various aspects and facilitate an exchange of information on a wide range of topics such as media, events, licensing, best practice and new business models. The EHLB brings all relevant submissions to the Professional Handball Board (PHB).</p> <p>Members (elected by Congress as of 2021)</p> <ul style="list-style-type: none"> <li>• Member 1 (Leagues ranked 1 - 13)</li> <li>• Member 2 (Leagues ranked 14 - 27)</li> <li>• Member 3 (Leagues ranked 28 - 50)</li> <li>• Member 4 (Free Election)</li> <li>• Member 5 (Free Election)</li> <li>• Member 6 (Free Election)</li> </ul> <p><i>The chairperson and vice chairperson are selected from the elected members.</i></p>
<b>Anti-Doping Unit</b>	<p>Independent of the EHF, with the overall responsibility for implementing and monitoring the EHF Regulations for Anti-Doping.</p>
<b>Finance Delegation</b>	<p>The Finance Delegation oversees the financial activities of the organisation, ensuring transparency and upholding its financial integrity. In a secondary function, it also acts as the Advisory Board to EHF Marketing GmbH. The Finance Delegation is comprised of the EHF President, Vice President, Vice President Finance, Secretary General and Chief Finance Officer; it meets regularly throughout the year.</p>
<b>Technical Delegation</b>	<p>Made up of the chairs of the technical commissions (Competitions, Methods and Beach Handball Commissions) created to identify and agree on issues relevant across all commissions.</p>
<b>Legal Delegation</b>	<p>The Legal Delegation meets annually to ensure a coordination and consistency between the three legal bodies: EHF Court of Handball, Court of Appeal and EHF Court of Arbitration. The body is made up of the presidents of the three legal bodies in addition to the EHF's legal management staff members.</p>
<b>Technical Refereeing Committee (TRC)</b>	<p>The Technical Refereeing Committee (TRC) is a think tank for the EHF Competitions Commission in refereeing matters with special focus on referee education and activities. The TRC members are nominated by the EHF Executive Committee. It consists of six members and is chaired by member of the EHF Competitions Commission responsible for refereeing.</p>



### 3.4 Stakeholders

BODY	NOTES
<b>Forum Club Handball (FCH)</b>	<ul style="list-style-type: none"><li>• Not Group Club Handball or GCH; this was dissolved as a business on 03.10.2011</li><li>• Represents the interest of the clubs</li><li>• Represented on Professional Handball Board</li></ul>
<b>European Handball Players' Union (EHPU)</b>	<ul style="list-style-type: none"><li>• Represents players' interests and those of the players' union</li><li>• Represented on Professional Handball Board</li></ul>

### 3.5 Other

BODY	NOTES
<b>Scientific Network</b>	Network of scientific, medical and technical experts within handball, created to develop a broader understanding of scientific issues in the sport.

### 3.6 EHF Marketing bodies

BODY	NOTES
<b>Advisory Board (EHF Delegation)</b>	<p>The EHF M Advisory Board is tasked with advising the EHF M Managing Director(s) and General Meeting of Shareholders. It may make recommendations and/or issue instructions to EHF M and its Managing Director(s).</p> <p>Members (min. two and max. five members) including:</p> <ul style="list-style-type: none"> <li>• EHF President – Chairperson AB/MCB</li> <li>• EHF Vice President Finance – member AB/MCB</li> <li>• EHF Secretary General – member AB/MCB</li> <li>• Men’s Forum Club Handball representative – member AB</li> <li>• Women’s Forum Club Handball representative – member AB</li> <li>• Forum Club Handball Managing Director – member AB/MCB</li> </ul>
<b>General Assembly</b>	<p>Members:</p> <ul style="list-style-type: none"> <li>• EHF President</li> <li>• Members of the Advisory Board</li> <li>• EHF M Managing Director</li> <li>• Comptrollers’ council</li> </ul>
<b>Men’s Club Board (MCB)</b>	<p>Specialist advisory board, consisting of eight members appointed by the EHF Executive Committee. Members serve for a period of two years. The role of the Board is to advise the EHF M Advisory Board and the company’s managing director.</p> <p>Members: EHF</p> <ul style="list-style-type: none"> <li>• EHF President – chairperson AB/MCB</li> <li>• EHF First Vice President – member AB/MCB</li> <li>• EHF Vice President Finance – member AB/MCB</li> <li>• EHF Secretary General – member AB/MCB</li> </ul> <p>Members: Men’s Forum Club Handball</p> <ul style="list-style-type: none"> <li>• MFCH Managing Director – member AB/MCB</li> <li>• MFCH Vice President – member MCB</li> <li>• MFCH Deputy Vice President – member MCB</li> <li>• MFCH representative – member MCB</li> </ul>
<b>Women’s Club Board (WCB)</b>	<p>Specialist advisory board, consisting of five members appointed by the EHF Executive Committee. Members serve for a period of two years. The role of the Board is to advise the EHF M Advisory Board and the company’s managing director.</p> <p>Members: Women’s Forum Club Handball</p> <ul style="list-style-type: none"> <li>• WFCH representative – chairperson WCB</li> <li>• WFCH representative – vice chairperson WCB</li> <li>• WFCH representative – member WCB</li> <li>• WFCH representative – member WCB</li> <li>• WFCH representative – member WCB</li> </ul>

### 3.7 Legal system

BODY	NOTES
<p><b>EHF Court of Handball (CoH) First instance</b></p>	<p>(Formerly EHF Arbitration Tribunal)</p> <p>The EHF Court of Handball handles disputes in the first instance. Cases of first instance refer to infringements of the EHF/IHF Regulations, disciplinary offences and disputes in connection with competitions between national federations or clubs.</p> <p>Members (elected by Congress):</p> <ul style="list-style-type: none"> <li>• President</li> <li>• Vice President</li> <li>• Vice President</li> <li>• Member 1</li> <li>• Member 2</li> <li>• Member 3</li> <li>• Member 4</li> <li>• Member 5</li> <li>• Member 6</li> </ul> <p>Notes:</p> <ul style="list-style-type: none"> <li>• Members listed by number of votes received at the EHF Congress</li> <li>• At least two members have to be of a different gender</li> </ul>
<p><b>EHF Court of Appeal (CoA) Second Instance</b></p>	<p>The EHF Court of Appeal was created to examine and decide on cases in the second instance (appeals).</p> <p>Members (elected by Congress):</p> <ul style="list-style-type: none"> <li>• President</li> <li>• Vice President</li> <li>• Member 1</li> <li>• Member 2</li> <li>• Member 3</li> <li>• Member 4</li> <li>• Member 5</li> </ul> <p>Notes:</p> <ul style="list-style-type: none"> <li>• Members listed by number of votes received at the EHF Congress</li> <li>• At least two members have to be of a different gender</li> </ul>
<p><b>European Handball Court of Arbitration (ECA)</b></p>	<p>The European Handball Court of Arbitration is an independent body offering the means to solve disputes between professionals in a flexible and efficient way. Created and recognised by the EHF, it offers an alternative to civil courts and to the complexity and length of their proceedings once all channels of the EHF legal system have been used.</p> <p>ECA proceedings are handled in accordance with its Rules of Arbitration and its decisions are recognised by the EHF and binding on all parties. Official website can be found at <a href="http://www.eca-handball.com">www.eca-handball.com</a>.</p>
<p><b>European Handball Court of Arbitration Council (ECC)</b></p>	<p>The ECA Council's main responsibility is to safeguard the independence of ECA. Hence, it handles the general organisation and administration of ECA, its representation towards the EHF Congress, reviews, assesses and subsequently appoints the list of arbitrators, appoints substitute arbitrators within the course of proceedings and may take various procedural decisions such as interim measures.</p> <p>The ECC is made up of the following members:</p> <ul style="list-style-type: none"> <li>• President</li> <li>• Vice President (elected by Congress)</li> <li>• Vice President (nominated by Professional Handball Board and the Women's Handball Board)</li> </ul>

### 3.8 Job titles

POSITION	NOTES
<b>EHF President</b>	<ul style="list-style-type: none"> <li>Capitalised when used as part of a title, e.g. “EHF President XXX ...”. Not capitalised as part of a regular sentence, e.g. “XXX, president of the EHF, said...” Rule applies to all titles.</li> </ul>
<b>EHF Secretary General</b>	<ul style="list-style-type: none"> <li>Not general secretary</li> <li>Capitalised when used as part of a title, e.g. “EHF Secretary General XXX...”. Not capitalised as part of a regular sentence, e.g. “XXX, secretary general of the EHF, said...”</li> <li>Plural is secretaries general e.g. Conference of Secretaries General</li> </ul>
<b>Chief Executive Officer</b>	<ul style="list-style-type: none"> <li>Can be abbreviated to CEO</li> <li>Role held by president within EHF structure</li> </ul>
<b>Chief Operating Officer</b>	<ul style="list-style-type: none"> <li>Can be abbreviated to COO</li> <li>Role held by secretary general within the EHF structure</li> </ul>
<b>Chief Sports Officer</b>	<ul style="list-style-type: none"> <li>Can be abbreviated to CSO</li> </ul>
<b>Chief Finance officer</b>	<ul style="list-style-type: none"> <li>Can be abbreviated to CFO</li> </ul>
<b>First Vice President</b>	
<b>Vice President Finance</b>	
<b>Senior Director</b>	
<b>Director</b>	
<b>Managing Director</b>	<ul style="list-style-type: none"> <li>Only applies to a position within EHF Marketing GmbH</li> </ul>
<b>Executive Committee member</b>	
<b>Honorary President</b>	<ul style="list-style-type: none"> <li>Awarded by Congress</li> </ul>
<b>Honorary Members</b>	<ul style="list-style-type: none"> <li>Awarded by Congress</li> </ul>
<b>Chairperson, Chairwoman, Chairperson, Chair</b>	<ul style="list-style-type: none"> <li>Use according to the personal preference of the holder</li> <li>If unknown, use ‘Chair’</li> </ul>

### 3.9 Non-competition events

POSITION	NOTES
<b>Conference of Presidents</b>	<ul style="list-style-type: none"> <li>The Conference of Presidents is a consultative body of the EHF. It serves the exchange of experience, the formation of opinions, and information. The Conference of Presidents is convened by the Executive Committee as required and is normally held in years between EHF Congresses. Eligible to attend are the presidents of the member federations or a substitute nominated by them.</li> </ul>
<b>Conference for Secretaries General</b>	<ul style="list-style-type: none"> <li>Conference for Secretaries General is a platform that serves as an information exchange between the EHF and its member federations. It takes place on a biennial basis. The conference that deals with topics relating to the daily business of handball is convened by the Executive Committee as required and is normally held in years between EHF Congresses. Eligible to attend are the secretaries general of the member federations or a proxy nominated by them.</li> </ul>
<b>EHF Scientific Conference</b>	<ul style="list-style-type: none"> <li>The EHF Scientific Conference brings professional and scientific experts together in order to reflect on various aspects related to professional handball but also to continue the acquisition of knowledge about medical aspects in handball.</li> </ul>

## 3.10 Member federations

### 3.10.1 FULL MEMBERS

NOTE: Always use the English name of the federations and nationality, not ethnicity

	COUNTRY	CODE	ADJECTIVE/PEOPLE	FEDERATION
1	Albania	ALB	Albanian Albanians	Federata Shqiptare E Hendbollit Albanian Handball Federation
2	Andorra	AND	Andorran Andorrans	Federació Andorrana d'Handbol Andorran Handball Federation
3	Armenia	ARM	Armenian Armenians	Armenian Handball Federation
4	Austria	AUT	Austrian Austrians	Österreichischer Handballbund Austrian Handball Federation
5	Azerbaijan	AZE	Azerbaijani Azerbaijanis	Azərbaycan Həndbol Federasiyası Azerbaijan Handball Federation
6	Belgium	BEL	Belgian Belgians	Union Royale Belge de Handball Royal Belgian Handball Federation
7	Bosnia and Herzegovina	BIH	Bosnians Bosnians (nationality) Bosniaks (ethnicity)	Rukometni savez Bosne i Hercegovine Handball Federation of Bosnia and Herzegovina
8	Belarus	BLR	Belarusian Belarusians (Not Belarussians)	Belorusskaya Federacija Gandbola Handball Federation of Belarus
9	Bulgaria	BUL	Bulgarian Bulgarians	Bulgarska federacija po handbal Bulgarian Handball Federation
10	Croatia	CRO	Croatian Croats (nationality) Croats (ethnicity)	Hrvatski rukometni savez Croatian Handball Federation
11	Cyprus	CYP	Cypriot Cypriots	Kipiakí Omospondía Hirosférisis Cyprus Handball Federation
12	Czech Republic (not Czechia)	CZE	Czech Czechs	Cesky Svaz Hazene Czech Republic Handball Federation
13	Denmark	DEN	Danish Danes	Dansk Håndbold Forbund Danish Handball Federation
14	Spain	ESP	Spanish Spaniards	Real Federación Española de Balonmano Royal Spanish Handball Federation
15	Estonia	EST	Estonian Estonians	Eesti Käsipalliliit Estonian Handball Association
16	Faroe Islands	FAR	Faroese Faroese	Hondbóltssamband Føroya Faroe Island Handball Federation
17	Finland	FIN	Finnish Finns	Suomen Käsipalloliitto Finnish Handball Federation
18	France	FRA	French	Fédération Française de Handball French Handball federation
19	Georgia	GEO	Georgian Georgians	Georgian National Handball Federation
20	Germany	GER	German Germans	Deutscher Handballbund German Handball Federation
21	Great Britain	GBR	British	British Handball Association
22	Greece	GRE	Greek Greeks	Omospondía Hirosférisis Ellinikí Hellenic Handball Federation
23	Hungary	HUN	Hungarian Hungarians	Magyar Kézilabda Szövetség Hungarian Handball Federation
24	Ireland	IRL	Irish	Irish Olympic Handball Association
25	Iceland	ISL	Icelandic Icelanders	Handknattleikssamband Íslands Icelandic Handball Federation

### 3.10.1 FULL MEMBERS

NOTE: Always use the English name of the federations and nationality, not ethnicity

	COUNTRY	CODE	ADJECTIVE/PEOPLE	FEDERATION
26	Israel	ISR	Israeli Israelis	Israel Handball Association
27	Italy	ITA	Italian Italians	Federazione Italiana Giuoco Handball Italian Handball Federation
28	Kosovo	KOS	Kosovan Kosovans	Federata e Hendbollit e Kosovës Kosova Handball Federation
29	Latvia	LAT	Latvian Latvians	Latvijas Handbola Federācija Latvian Handball Federation
30	Liechtenstein	LIE	Liechtenstein Liechtensteiners	Liechtensteiner Handballverband Lichtenstein Handball Federation
31	Lithuania	LTU	Lithuanian Lithuanians	Lietuvos rankinio federacija Lithuanian Handball Federation
32	Luxembourg	LUX	Luxembourgish Luxembourgers	Fédération Luxembourgeoise de Handball Luxembourgish Handball Federation
33	Moldova	MDA	Moldovan Moldovans	Federația Moldovenească de Handbal Handball Federation Of Moldova
34	North Macedonia	MKD	Always refer to <u>North</u> Macedonia <i>but</i> Macedonian or Macedonians <i>but not</i> North Macedonian	Rakometna Federacija na Makedonija Macedonian Handball Federation
35	Malta	MLT	Maltese	Malta Handball Association
36	Montenegro	MNE	Montenegrin Montenegrins	Rukometni Savez Crne Gore Handball Federation of Montenegro
37	Monaco	MON	Monegasque	Fédération Monégasque de Handball Monegasque Handball Federation
38	Netherlands	NED	Dutch	Nederlands Handbal Verbond Dutch Handball Federation
39	Norway	NOR	Norwegian Norwegians	Norges Håndballforbund Norwegian Handball Federation
40	Poland	POL	Polish Poles	Związek Piłki Ręcznej w Polsce Polish Handball Federation
41	Portugal	POR	Portuguese	Federação de Andebol de Portugal Portuguese Handball Federation
42	Romania	ROU	Romanian Romanians	Federatia Romana de Handbal Romanian Handball Federation
43	Russia	RUS	Russian Russians	Federacija Gandbola Rossii Handball Federation of Russia
44	Slovenia	SLO	Slovenian/Slovene Slovenians/Slovenes	Rokometna zveza Slovenije Slovenian Handball Federation
45	Serbia	SRB	Serbian Serbians (nationality) Serbs (ethnicity)	Rukometni savez Srbije Serbian Handball Federation
46	Switzerland	SUI	Swiss	Schweizerischer Handball-Verband Swiss Handball Federation
47	Slovakia	SVK	Slovakian/Slovak Slovakians/Slovaks	Slovenský zväz hádzanej Slovak Handball Federation
48	Sweden	SWE	Swedish Swedes	Svenska Handbollförbundet Swedish Handball Federation
49	Turkey	TUR	Turkish Turks	Türkiye Hentbol Federasyonu Turkish Handball Federation
50	Ukraine	UKR	Ukrainian Ukrainians	Federacija gandbolu Ukraïni Ukraine Handball Federation

### 3.10.2 ASSOCIATED FEDERATIONS

Note: 'Associated federation' and not 'associated member federation'

	<b>COUNTRY</b>	<b>CODE</b>	<b>ADJECTIVE/PEOPLE</b>	<b>FEDERATION</b>
1	England	ENG	English	England Handball Association
2	Scotland	SCO	Scottish Scots	Scottish Handball Association

### 3.11 IHF bodies

BODY	NOTES
<b>International Handball Federation (IHF)</b>	Governing body for handball worldwide. Founded on 11 July 1946 by Denmark, Finland, France, Netherlands, Norway, Poland, Sweden and Switzerland (formerly International Amateur Handball Federation founded in 1928). EHF is a member/continental federation of the IHF.
<b>IHF Congress</b>	<ul style="list-style-type: none"> <li>• Meets every two years</li> </ul>
<b>IHF Council</b>	<ul style="list-style-type: none"> <li>• President</li> <li>• First Vice President</li> <li>• Vice President Europe</li> <li>• Vice President Africa</li> <li>• Vice President Asia</li> <li>• Vice President Pan-America</li> <li>• Secretary General</li> <li>• Treasurer</li> <li>• COC Chairman</li> <li>• CCM Chairman</li> <li>• MC Chairman</li> <li>• CD Chairwomen</li> <li>• Representative Africa</li> <li>• Representative Asia</li> <li>• Representative Europe</li> <li>• Representative Oceania</li> </ul>
<b>IHF Executive Committee</b>	<ul style="list-style-type: none"> <li>• President</li> <li>• First Vice President</li> <li>• Treasurer</li> <li>• Member</li> <li>• Member</li> </ul>
<b>IHF Commission of Organising and Competitions (COC)</b>	<ul style="list-style-type: none"> <li>• Chairman (not president)</li> <li>• Member Asia</li> <li>• Member Africa</li> <li>• Member Europe</li> <li>• Three additional members</li> </ul>
<b>IHF Playing Rules and Referees Commission (PRC)</b>	<ul style="list-style-type: none"> <li>• Chairman (not president)</li> <li>• Member Asia</li> <li>• Member Africa</li> <li>• Member Europe</li> <li>• Three additional members</li> </ul>
<b>IHF Commission of Coaching and Methods (CCM)</b>	<ul style="list-style-type: none"> <li>• Chairman (not president)</li> <li>• Member Asia</li> <li>• Member Africa</li> <li>• Member Europe</li> <li>• Three additional members</li> </ul>
<b>IHF Medical Commission (MC)</b>	<ul style="list-style-type: none"> <li>• Chairman (not president)</li> <li>• Member Asia</li> <li>• Member Africa</li> <li>• Member Europe</li> <li>• Member Pan-America</li> <li>• Three additional members</li> </ul>



### 3.11 IHF and its bodies

BODY	NOTES
<b>IHF Commission for Development (CD)</b>	<ul style="list-style-type: none"><li>• Chairman (not president)</li><li>• Member Asia</li><li>• Member Africa</li><li>• Member Europe</li><li>• Member Pan-America</li><li>• Three additional members</li></ul>
<b>IHF Beach Handball Working Group</b>	<ul style="list-style-type: none"><li>• Chairman</li><li>• Three additional members</li></ul>
<b>IHF Arbitration Commission</b>	<ul style="list-style-type: none"><li>• The Arbitration Commission shall consist of a chairperson and ten members elected by the Congress.</li></ul>
<b>IHF Arbitration Tribunal</b>	<ul style="list-style-type: none"><li>• The Arbitration Tribunal shall consist of a chairperson and ten members elected by the Congress</li></ul>
<b>IHF Ethics Commission</b>	<ul style="list-style-type: none"><li>• The Ethics Commission shall consist of a chairperson and up to three members elected by the Congress</li></ul>

## 4. COMPETITIONS

### 4.1 General terms

TERM	NOTES
<b>bronze medal match</b>	<ul style="list-style-type: none"><li>• Match for third place can also be used; or match for fifth place if applicable. For official tables the abbreviation 3/4 and 5/6 placement match(es) shall be used</li><li>• At EURO events it is called the bronze medal match; however, at the EHF FINAL4, DELO EHF FINAL4 and EHF European League Finals Men and Women, it is called 3<sup>rd</sup> place match</li></ul>
<b>final finalist finalists</b>	
<b>Last 16</b>	<ul style="list-style-type: none"><li>• Always capitalised, never last 16, never eighth-final</li><li>• Never Last16</li></ul>
<b>play-off</b>	<ul style="list-style-type: none"><li>• Not playoff or play off</li></ul>
<b>quarter-final quarter-finals quarter-finalist quarter-finalists</b>	<ul style="list-style-type: none"><li>• Always hyphenated</li><li>• Not quarterfinal, quarter-Final, quarter final or Quarter Final</li></ul>
<b>qualification round 1 round 1 round 2 round 3 etc.</b>	<ul style="list-style-type: none"><li>• never '1st round' or 'first round', if referring to the official title</li><li>• Do not use match day as a synonym</li></ul>
<b>semi-final semi-finals semi-finalist semi-finalists</b>	<ul style="list-style-type: none"><li>• Always hyphenated</li><li>• Not semifinal, semi-Final, semi final or Semi Final</li></ul>

## 4.2 EHF Champions League

### 4.2.1 COMPETITION NAMES

TERM	NOTES
<b>EHF Champions League Men</b>	<ul style="list-style-type: none"> <li>• Always written as EHF Champions League</li> <li>• In quotes report exactly what is said, therefore ‘Champions League’</li> <li>• Do not refer to it simply as ‘CL’ in editorial</li> <li>• a competition has a title sponsor, the name of the sponsor always goes at the beginning e.g. ‘XXXX EHF Champions League’</li> <li>• Refer to VELUX EHF Champions League for the seasons from 2010/11 – 2019/20 or to EHF Champions League for the seasons before 2010/11</li> </ul>
<b>EHF Champions League Men 2020/21</b>	<ul style="list-style-type: none"> <li>• Season date is always at the end</li> </ul>
<b>DELO EHF Champions League</b>	<ul style="list-style-type: none"> <li>• Not EHF Women’s Champions League (this was phased out at end of 2011/12 season)</li> <li>• In the first mention use the full name of the competition</li> <li>• EHF Champions League can be used</li> <li>• ‘Champions League’ can be used in quotes</li> <li>• Do not refer to it simply as ‘CL’ in editorial</li> <li>• Refer to ‘EHF Champions League Women’ or ‘EHF Champions League’ when referring to news before DELO sponsorship (2018/19 season) or history of the competition</li> <li>• From season 2019/20 the official competition name is DELO EHF Champions League but when addressing it in speech use DELO GROUP EHF Champions League</li> </ul>
<b>EHF FINAL4 Men</b>	<ul style="list-style-type: none"> <li>• Always capitalised, always with number ‘4’</li> <li>• Don’t use ‘FINAL4’ in a standalone format</li> <li>• The term ‘FINAL4’ must be used in combination with additional words in a format such as ‘EHF FINAL4’ or when used with a title sponsorship e.g. ‘XXXX EHF FINAL4’ etc. due to legal reasons</li> <li>• Full event name is EHF Champions League FINAL4 Men but should not be used for editorial purposes</li> <li>• Year is always at the end, e.g. EHF FINAL4 Men 2021</li> <li>• If referring to EHF FINAL4 2021 or beyond, do not use VELUX</li> <li>• Refer to ‘VELUX EHF FINAL4’ when referring to the history of the competition (2010-2019)</li> </ul>
<b>DELO EHF FINAL4</b>	<ul style="list-style-type: none"> <li>• Always with number ‘4’, always with Women’s (or WOMEN’S in official documents)</li> <li>• Don’t use ‘FINAL4’ in a standalone format</li> <li>• The term ‘FINAL4’ must be used in combination with additional words in a format such as ‘EHF FINAL4’ or when used with a title sponsorship e.g. ‘DELO EHF FINAL4’ etc. due to legal reasons</li> <li>• Full name of the event is DELO EHF Champions League FINAL4, but should not be used for editorial purposes</li> <li>• Year is always at the end, e.g. DELO EHF FINAL4 2020</li> <li>• When referring to events in the past as the EHF FINAL4</li> <li>• The official event name is DELO EHF FINAL4 but when addressing it in speech use DELO GROUP EHF FINAL4</li> </ul>
<b>Match of the Week</b>	<ul style="list-style-type: none"> <li>• Always with capital ‘M’ and ‘W’ e.g. the Match of the Week</li> <li>• Abbreviate as MOTW and use #MOTW for social media</li> </ul>

## 4.2 EHF Champions League

### 4.2.2 FORMER COMPETITIONS

TERM	NOTES
<b>IHF Champions Cup</b>	<ul style="list-style-type: none"><li>• The forerunner of the EHF Champions League (i.e. up until the 1992/93 season when the competition was taken over by the EHF)</li><li>• In terms of competition history, only titles won after 1992/93 count as 'EHF Champions League' titles</li></ul>
<b>Champions Trophy</b>	<ul style="list-style-type: none"><li>• Pre-season tournament organised by the EHF and involving the winners of all the European Cup competitions. No longer organised</li><li>• Not to be confused with IHF Champions Trophy/IHF Super Globe</li></ul>
<b>City Cup</b>	<ul style="list-style-type: none"><li>• Third tier competition that was played from 1993-2001</li></ul>
<b>Women's Cup Winners' Cup</b>	<ul style="list-style-type: none"><li>• Or just Cup Winners' Cup</li><li>• Note correct use of apostrophe</li><li>• Does not exist anymore, last season was played in 2015/16</li><li>• The Women's Cup Winners' Cup merged with EHF Cup and was called EHF Cup 2016/17.</li></ul>
<b>Men's EHF Cup Women's EHF Cup</b>	<ul style="list-style-type: none"><li>• Former second tier competitions</li><li>• Last season played 2019/20</li></ul>
<b>EHF Cup Finals</b>	<ul style="list-style-type: none"><li>• Former final tournament of the Men's EHF Cup</li><li>• Last edition played in 2019</li></ul>
<b>Men's Challenge Cup Women's Challenge Cup</b>	<ul style="list-style-type: none"><li>• Former third tier competitions</li><li>• Last season played 2019/20</li></ul>

## 4.2 EHF Champions League

### 4.2.3 EHF CHAMPIONS LEAGUE

TERM	NOTES
wild card	<ul style="list-style-type: none"><li>• Never use wildcard but upgrade</li></ul>
group phase	<ul style="list-style-type: none"><li>• Note: group 1, group 2 etc. Do not capitalise 'group'</li><li>• The term 'group stage' can be synonym as an option</li></ul>
play-offs	<ul style="list-style-type: none"><li>• Not playoffs or Play-Offs</li></ul>
first leg second leg	<ul style="list-style-type: none"><li>• First and second match in the play-offs or quarter-finals</li></ul>
quarter-final quarter-finals	<ul style="list-style-type: none"><li>• Not quarterfinals or Quarter-Finals</li></ul>
semi-final semi-finals	<ul style="list-style-type: none"><li>• Not Semi-Finals or semifinals</li></ul>
3 <sup>rd</sup> place match	
final	<ul style="list-style-type: none"><li>• Not Final</li></ul>

## 4.3 European cup competitions

### 4.3.1 COMPETITION NAMES

TERM	NOTES
<b>EHF European League Men</b> <b>EHF European League Women</b>	<ul style="list-style-type: none"> <li>• Newly formed second tier competition from season 2020/21</li> <li>• If the competition has a title sponsor, the name of the sponsor always goes at the beginning, e.g. XXXX EHF European League</li> <li>• Never Men's EHF European League or Women's EHF European League</li> <li>• Season always goes at the end e.g. EHF European League Women 2020/21</li> </ul>
<b>EHF European Cup Men</b> <b>EHF European Cup Women</b>	<ul style="list-style-type: none"> <li>• Newly formed third tier competition from season 2020/21</li> <li>• If the competition has a title sponsor, the name of the sponsor always goes at the beginning, e.g. XXXX EHF European Cup</li> <li>• Never Men's EHF European Cup or Women's EHF European Cup</li> <li>• Season always goes at the end e.g. EHF European Cup Women 2020/21</li> </ul>
<b>EHF European League Finals</b>	<ul style="list-style-type: none"> <li>• Final tournament of the EHF European League played in a final four tournament format</li> <li>• Can be abbreviated as EHF Finals</li> </ul>
<b>EHF European League Finals Men</b>	<ul style="list-style-type: none"> <li>• Final tournament of the EHF European League Men</li> <li>• Never Men's EHF European League Finals</li> <li>• Can be abbreviated as EHF Finals Men</li> <li>• If the competition has a title sponsor, the name of the sponsor always goes at the beginning, e.g. XXXX EHF European League Finals or XXXX EHF Finals</li> </ul>
<b>EHF European League Finals Women</b>	<ul style="list-style-type: none"> <li>• Final tournament of the EHF European League Women</li> <li>• Never Women's EHF European League Finals</li> <li>• Can be abbreviated as EHF Finals Women</li> <li>• If the competition has a title sponsor, the name of the sponsor always goes at the beginning, e.g. XXXX EHF European League Finals or XXXX EHF Finals</li> </ul>
<b>EHF Cup Final Matches</b> <b>EHF Cup Final Matches Women</b> <b>EHF Cup Final Matches Men</b>	<ul style="list-style-type: none"> <li>• Last two matches of the EHF European Cup played on home and away basis</li> <li>• If the competition has a title sponsor, the name of the sponsor always goes at the beginning, e.g. XXXX EHF Cup Final Matches</li> </ul>

## 4.3 European Cup competitions

### 4.3.2 COMPETITION TERMS

TERM	NOTES
<b>qualification round 1</b> <b>qualification round 2</b> <b>qualification round 3</b>	<ul style="list-style-type: none"><li>• Played only in EHF European League</li></ul>
<b>group phase</b>	<ul style="list-style-type: none"><li>• Note: group 1, group 2 etc. Shall always be written with a lower case 'g'. Never capitalised</li></ul>
<b>Last 16</b>	<ul style="list-style-type: none"><li>• Not last 16 or Last16 or last16</li></ul>
<b>quarter-final</b> <b>quarter-finals</b>	<ul style="list-style-type: none"><li>• Not quarterfinal or Quarter-Final</li></ul>
<b>semi-final</b> <b>semi-finals</b>	<ul style="list-style-type: none"><li>• Not Semi-Finals or semifinals</li></ul>
<b>3<sup>rd</sup> place match</b>	<ul style="list-style-type: none"><li>• Played only in EHF European League</li></ul>
<b>final</b> <b>finals</b>	<ul style="list-style-type: none"><li>• Not Final or Finals</li></ul>
<b>round 1 etc.</b>	<ul style="list-style-type: none"><li>• Played only in the EHF European Cup</li></ul>
<b>first leg</b> <b>second leg</b>	<ul style="list-style-type: none"><li>• First and second match in the qualification rounds, play-offs or quarter-finals of EHF European League</li><li>• All matches of EHF European Cup are played on home and away basis</li></ul>

## 4.4 EHF EURO events

### 4.4.1 COMPETITION NAMES

TERM	NOTES
<b>EHF EURO</b>	<ul style="list-style-type: none"> <li>• General name, short form – often used in speech and text</li> <li>• ‘European championship’ is also used as a synonym for EHF EURO</li> <li>• Always written in capital letters</li> </ul>
<b>EHF EURO Events</b>	<ul style="list-style-type: none"> <li>• General name for all EHF EUROs</li> </ul>
<b>Men’s EHF EURO</b> <b>Women’s EHF EURO</b>	<ul style="list-style-type: none"> <li>• General name for the men’s/women’s event</li> </ul>
<b>Men’s EHF EURO xxxx</b> <b>Men’s EHF EURO xxxx Handball</b> <b>Women’s EHF EURO xxxx</b> <b>Women’s EHF EURO xxxx Handball</b>	<ul style="list-style-type: none"> <li>• Official name with date</li> <li>• The term ‘handball’ can be added when required for local use</li> <li>• Next Men’s EHF EURO 2022 will be held in Hungary and Slovakia</li> <li>• Next Women’s EHF EURO 2020 will be held in Norway and Denmark</li> <li>• NOTE: if there is more than one host, the countries are listed in order of importance</li> </ul>
<b>Men’s EHF European Championship xxxx</b> <b>Women’s EHF European Championship xxxx</b>	<ul style="list-style-type: none"> <li>• Formal name used inside texts – long, descriptive version</li> </ul>
<b>Men’s EHF European Handball Championship xxxx</b> <b>Women’s EHF European Handball Championship xxxx</b>	<ul style="list-style-type: none"> <li>• Formal name used inside texts – necessary for audience that cannot link EHF to handball. Also used in advertisements</li> </ul>
<b>ECh</b>	<ul style="list-style-type: none"> <li>• Abbreviation for European Championship (not EC which stands for European Cups)</li> <li>• Avoid use in editorial text</li> </ul>
<b>EHF EURO Cup</b>	<ul style="list-style-type: none"> <li>• EHF EURO always in capital letters</li> <li>• Cup always with capital C</li> <li>• Currently only played in men’s competition</li> </ul>

### 4.4.2 COMPETITION TERMS

TERM	NOTES
<b>bronze medal match</b>	
<b>final</b>	
<b>main round</b>	
<b>qualifiers phase 1</b> <b>qualifiers</b>	<ul style="list-style-type: none"> <li>• Try to avoid using; better to refer to EHF EURO 2022 qualifiers or just ‘qualifiers’ rather than confusing phases</li> </ul>
<b>placement match 5/6</b>	<ul style="list-style-type: none"> <li>• Match for fifth place can also be used in texts, Placement Match 5/6 is the official title</li> </ul>
<b>preliminary round</b>	
<b>semi-final</b> <b>semi-finals</b>	



## 4.5 Beach handball

TERM	NOTES
<b>EHF Beach Handball EURO XXXX</b>	<ul style="list-style-type: none"> <li>• Not Beach EURO</li> <li>• Not Beach Handball EUROS; event is called ‘Beach Handball EURO’</li> <li>• Note: men’s and women’s, as both genders are in the same event</li> <li>• Year always goes at the end e.g. Beach Handball EURO 2021</li> </ul>
<b>Beach Handball Championship XXXX</b>	<ul style="list-style-type: none"> <li>• Qualifying event for Beach Handball Euro</li> <li>• Year always goes at the end e.g. Beach Handball Championship 2020</li> </ul>
<b>European Beach Handball Tour</b>	<ul style="list-style-type: none"> <li>• Abbreviated as ‘ebt’, always lowercase</li> </ul>
<b>ebt Finals</b>	<ul style="list-style-type: none"> <li>• Stands for European Beach Handball Tour Finals</li> <li>• Never use EBT Finals, ebt finals or EBT finals</li> </ul>
<b>YAC 17 Beach Handball EURO</b>	<ul style="list-style-type: none"> <li>• Younger Age Category event, happening a week before senior Beach Handball EURO at the same place</li> <li>• Divided into men’s and women’s competition</li> </ul>
<b>Women’s 17 Beach Handball EURO XXXX</b>	<ul style="list-style-type: none"> <li>• Women’s Younger Age Category event</li> </ul>
<b>Men’s 17 Beach Handball EURO XXXX</b>	<ul style="list-style-type: none"> <li>• Men’s Younger Age Category event</li> </ul>
<b>EHF Beach Handball Champions Cup</b>	<ul style="list-style-type: none"> <li>• Beach handball competition where the respective national beach champions are set to compete against each other for the European title</li> </ul>

## 4.6. Younger Age Category events

NOTE: YAC competitions are always W17, W19 (odd years) and M18, M20 (even years)

TERM	NOTES
Women's 17 EHF EURO xxxx Women's 17 EHF EURO xxxx Handball	<ul style="list-style-type: none"> <li>W17 EHF EURO can also be used</li> </ul>
Women's 17 EHF Championship xxxx Women's 17 EHF Championship xxxx Handball	<ul style="list-style-type: none"> <li>W17 EHF Championship can also be used</li> </ul>
Women's 19 EHF EURO xxxx Women's 19 EHF EURO xxxx Handball	<ul style="list-style-type: none"> <li>W19 EHF EURO can also be used</li> </ul>
Women's 19 EHF Championship xxxx Women's 19 EHF Championship xxxx Handball	<ul style="list-style-type: none"> <li>W19 EHF Championship can also be used</li> </ul>
Men's 18 EHF EURO xxxx Men's 18 EHF EURO xxxx Handball	<ul style="list-style-type: none"> <li>M18 EHF EURO can also be used</li> </ul>
Men's 18 EHF Championship xxxx Men's 18 EHF Championship xxxx Handball	<ul style="list-style-type: none"> <li>M18 EHF Championship can also be used</li> </ul>
Men's 20 EHF EURO xxxx Men's 20 EHF EURO xxxx Handball	<ul style="list-style-type: none"> <li>M20 EHF EURO can also be used</li> </ul>
Men's 20 EHF Championship xxxx Men's 20 EHF Championship xxxx Handball	<ul style="list-style-type: none"> <li>M20 EHF Championship can also be used</li> </ul>

## 4.7 Additional EHF competitions

TERM	NOTES
<b>Men's 17 European Open xxxx</b> <b>Women's 16 European Open xxxx</b>	<ul style="list-style-type: none"><li>• M17 European Open can also be used (organised in conjunction with Partille Cup, Sweden)</li></ul>
<b>EHF European Masters Championship</b>	<ul style="list-style-type: none"><li>• Competition for team in age categories 33–55 years of age</li></ul>
<b>European Masters Games</b>	<ul style="list-style-type: none"><li>• Organised by International Masters Games Association, includes handball</li></ul>
<b>European Wheelchair Handball Nations' Tournament</b>	<ul style="list-style-type: none"><li>• Handball competition for athletes with disabilities</li><li>• Played as a mixed tournament with both men and women</li></ul>

## 4.8 International competitions

TERM	NOTES
<b>Women's IHF Trophy</b>	<ul style="list-style-type: none"> <li>• Competition for emerging nations</li> </ul>
<b>Men's IHF Trophy</b>	<ul style="list-style-type: none"> <li>• Competition for emerging nations</li> </ul>
<b>Men's IHF Emerging Nations Championship</b>	
<b>XXXX IHF Men's World Championship</b>	<ul style="list-style-type: none"> <li>• Year at the beginning</li> </ul>
<b>XXXX IHF Women's World Championship</b>	
<b>IHF Men's and Women's Junior World Championship</b>	<ul style="list-style-type: none"> <li>• Women's Junior (U20) World Championship</li> <li>• Men's Junior (U21) World Championship</li> </ul>
<b>IHF Men's and Women's Youth World Championship</b>	<ul style="list-style-type: none"> <li>• Women's Youth (U18) World Championship</li> <li>• Men's Youth (U19) World Championship</li> </ul>
<b>XXXX IHF Men's Super Globe XXXX IHF Women's Super Globe</b>	<ul style="list-style-type: none"> <li>• World Championship for Club Teams</li> </ul>
<b>IHF Men's Emerging Nations Championship IHF Women's Emerging Nations Championship</b>	<ul style="list-style-type: none"> <li>• Edition goes at the beginning, e.g. 3rd IHF Men'</li> </ul>
<b>XXXX Men's and Women's Beach Handball World Championships</b>	<ul style="list-style-type: none"> <li>• Championships not Championship because men's and women's competitions are played at the same event</li> </ul>
<b>Olympics or Olympic Games</b>	<ul style="list-style-type: none"> <li>• Always capitalised. There are Summer Olympics and Winter Olympics, or Summer Games and Winter Games.</li> </ul>
<b>Olympic</b>	<ul style="list-style-type: none"> <li>• Adjective, always capitalised: Olympic gold medal, Olympic organisers, Olympic host city, Olympic flame etc.</li> </ul>
<b>Olympiad</b>	<ul style="list-style-type: none"> <li>• A period of four years beginning on 1 January of the Olympic year. Olympiads are numbered consecutively in Roman numerals from the 1896 Athens Games.</li> </ul>
<b>Olympian</b>	<ul style="list-style-type: none"> <li>• Any athlete who has competed at the Olympics.</li> </ul>
<b>XXXX Olympics Host city + year</b>	<ul style="list-style-type: none"> <li>• Capitalised.</li> <li>• e.g. Tokyo 2020 Olympics or Tokyo 2020</li> </ul>
<b>Games</b>	<ul style="list-style-type: none"> <li>• Capitalised when attached to the host city or year: e.g. the London Games and the 2016 Games.</li> <li>• Standing alone, capitalised: e.g. the Games open on 27 July</li> </ul>
<b>European Youth Olympic Festival</b>	<ul style="list-style-type: none"> <li>• Organised by the European Olympic Committees (EOC), includes handball</li> </ul>
<b>Youth Olympic Games</b>	<ul style="list-style-type: none"> <li>• Organised by the International Olympic Committee (IOC), includes beach handball</li> </ul>
<b>World Games</b>	<ul style="list-style-type: none"> <li>• Organised by the International World Games Association, include beach handball</li> </ul>
<b>Beach Handball World Games</b>	<ul style="list-style-type: none"> <li>• Organised by ANOC</li> </ul>
<b>Paralympic Games Paralympics</b>	<ul style="list-style-type: none"> <li>• A major international multi-sport event involving athletes with a range of disabilities, including impaired muscle power (e.g. paraplegia and quadriplegia, muscular dystrophy, post-polio syndrome, spina bifida), impaired passive range of movement, limb deficiency (e.g. amputation or dysmelia), leg length difference, short stature, hypertonia, ataxia, athetosis, vision impairment and intellectual impairment</li> </ul>
<b>Special Olympics</b>	<ul style="list-style-type: none"> <li>• The world's largest sports organisation for children and adults with intellectual disabilities and physical disabilities</li> </ul>

## 4.8 International competitions

TERM	NOTES
<b>Special Olympics World Games</b>	<ul style="list-style-type: none"><li>• An international sporting competition for athletes with intellectual disabilities, organised by the IOC-recognised Special Olympics organisation. The World Games alternate between summer and winter games, in two-year cycles, recurring every fourth year.</li></ul>

## 5. HOUSE STYLE A–Z / GRAMMAR

TERM	NOTES
<b>abbreviations</b>	<ul style="list-style-type: none"> <li>Write acronyms and sponsor names in capitals, e.g. DELO, EHF, IHF etc.</li> <li>For organisations such as IHF, EHF, spell out name once and then use the abbreviation</li> <li>Remember that readers may not know what an acronym stands for, even if it is spelt out; therefore the use of ‘NB’ for Nations Board may not be understood. It may therefore be better to always use the full name throughout the article</li> <li>e.g. / i.e. are spelt with full points, etc. with full stop at end</li> <li>Boards abbreviations can be used in internal documents but not in editorial</li> </ul>
<b>affect vs effect</b>	<ul style="list-style-type: none"> <li>Affect is the verb, for example: The late arrival of the plane might affect his performance</li> <li>Effect is the noun, for example: The late arrival of the plane might have an effect on his performance</li> <li>‘Effect’ is also a verb – but means something different from ‘affect’ – to effect a change or an escape = to make happen/bring about.</li> </ul>
<b>ages</b>	<ul style="list-style-type: none"> <li>Write in numbers i.e. 20s and 30s</li> <li>14-year-old boy is hyphenated (used as an adjective to describe the boy) e.g. Peter is 15, Peter is 15 years old, Peter is a 15-year-old, Peter is a 15-year-old boy</li> </ul>
<b>all right</b>	<ul style="list-style-type: none"> <li>‘alright’ is not a word</li> </ul>
<b>All-star Team</b>	<ul style="list-style-type: none"> <li>Always capitalise, always ‘All-star’</li> <li>Never use ‘best goalkeeper’, ‘best left back’ etc., just use the position i.e. Goalkeeper, Left back, Right back etc.</li> <li>Exceptions: It is always ‘Best defender’, ‘Best young player’</li> </ul>
<b>among</b>	<ul style="list-style-type: none"> <li>Use rather than ‘amongst’</li> </ul>
<b>analysis</b>	<ul style="list-style-type: none"> <li>plural is ‘analyses’</li> </ul>
<b>any more</b>	<ul style="list-style-type: none"> <li>Use rather than ‘anymore’, which is more common in American English</li> </ul>
<b>Apostrophe ‘t</b>	<ul style="list-style-type: none"> <li>In formal reports, texts, letters and online do not use words like don’t, can’t, haven’t in text EXCEPT if they are in a direct quote.</li> <li>In blog postings or more informal texts (such as Facebook) the less formal form of can’t and don’t can be used.</li> </ul>
<b>boy/girl</b>	<ul style="list-style-type: none"> <li>Anyone aged 18 or older is a man or woman</li> </ul>
<b>British English</b>	<ul style="list-style-type: none"> <li>Always use British English and not American English spelling of words i.e. colour not color, maximise not maximize, organise not organize medallist not medalist.</li> <li>To ensure consistency, use the standard –ise where there is a choice</li> </ul>
<b>broadcast</b>	<ul style="list-style-type: none"> <li>Use ‘broadcast’ and not ‘broadcasted’ in the past tense e.g. A total of 3,000 hours were broadcast from the event</li> </ul>
<b>build-up</b>	<ul style="list-style-type: none"> <li>The noun is always hyphenated; the verb to ‘build up’ is not</li> </ul>
<b>bye</b>	<ul style="list-style-type: none"> <li>The transfer of a team directly to the next stage of a competition</li> <li>Not a verb</li> <li>e.g. THW Kiel have a bye in the Last 16</li> </ul>
<b>cancel</b>	<ul style="list-style-type: none"> <li>Matches that are abandoned altogether are cancelled; matches that are called off to be held at a later date are postponed.</li> </ul>

TERM	NOTES
<b>capital letters</b>	<ul style="list-style-type: none"> <li>• Avoid capitalising words unnecessarily e.g. handball and not Handball. Just because something is important does not mean that it needs to be capitalised.</li> <li>• Avoid writing words completely in capital letters e.g. TODAY WE WILL PLAY HANDBALL. It makes text difficult to read, especially editorial/running text, and its use makes it look as if you are ‘SHOUTING’ and can seem aggressive.</li> <li>• Job titles should be capitalised when used as part of the title, e.g. “EHF President Michael Wiederer, EHF Secretary General Martin Hausleitner...”. Not capitalised as part of a regular sentence, e.g. “Michael Wiederer, president of the EHF...”. Rule applies to all titles.</li> <li>• Unlike many media outlets, the EHF writes company and organisation names as written by the organisation, therefore SELECT and not Select, FIFA and not Fifa etc.</li> </ul>
<b>champions</b>	<ul style="list-style-type: none"> <li>• Not capitalised e.g. ‘They are the champions’, not ‘They are the Champions’</li> </ul>
<b>Champions League</b>	<ul style="list-style-type: none"> <li>• Synonyms are: European/Europe’s top-flight competition, the elite club competition, the premier club competition</li> <li>• Do not refer to it as the ‘kings class’ (Königsklasse) in English</li> </ul>
<b>colours (gold, silver, bronze)</b>	<ul style="list-style-type: none"> <li>• Colours are never capitalised</li> <li>• Medal colours are never capitalised, i.e. gold medal and not Gold medal</li> </ul>
<b>compound adjectives</b>	<ul style="list-style-type: none"> <li>• Use hyphens when using compound adjectives: fast-run race, ill-prepared team, well-judged finish</li> </ul>
<b>countries</b>	<ul style="list-style-type: none"> <li>• Country codes, when included, should be shown in brackets e.g. THW Kiel (GER), Great Dane London (GBR) or with a slash e.g. Michael Wiederer / AUT</li> </ul>
<b>cultural sensitivities</b>	<ul style="list-style-type: none"> <li>• Do not use words like ‘massacred’, ‘killed’, ‘destroyed’, ‘crucified’ or ‘blitzed’ to describe a situation e.g. ‘Finland massacred England in the match.’</li> <li>• Anything with a war/religious/contentious overtone should be avoided unless in a direct quote</li> </ul>
<b>Covid-19</b>	<ul style="list-style-type: none"> <li>• The name of the coronavirus</li> <li>• Always use Covid-19 not SARS-CoV-2 or COVID-19</li> </ul>
<b>dates and times</b>	<ul style="list-style-type: none"> <li>• Use day month year without ‘th’ or ‘st’, comma or full stop e.g. ‘Monday 20 January 2011’ or ‘20 January’</li> <li>• Use e.g. 20/01/2011 only when writing dates in visuals, graphics etc., never in text</li> <li>• Show times using the 24-hour clock and always indicate whether a time is local or CET. e.g. 14:00 (local time) or 14:00 (CET).</li> <li>• Never am or pm and always with colon not full stop, e.g. 14:00 not 14.00</li> <li>• Always put ‘at 0’ for time before 10:00 i.e. 09:30. e.g. ‘The game will be played at 08:30’</li> <li>• Avoid using the term ‘o’clock’</li> </ul>
<b>decades</b>	<ul style="list-style-type: none"> <li>• Use 1980s, 1990s and then 80s and 90s. Do not use Eighties, Nineties</li> </ul>
<b>different</b>	<ul style="list-style-type: none"> <li>• Different from, not different to</li> </ul>
<b>disabled people not ‘disabled’</b>  <b>people with intellectual disabilities</b>  <b>people with learning disabilities</b>  <b>athletes with an impairment</b>  <b>people with an impairment</b>	<ul style="list-style-type: none"> <li>• Try to use positive language about disability, avoiding outdated terms that stereotype or stigmatise e.g. the term ‘handicapped’ is no longer acceptable in British English</li> <li>• Terms to avoid, with acceptable alternatives in brackets: ‘victim of’, ‘suffering from’, ‘afflicted by’, ‘crippled by’ (prefer ‘person who has’, ‘person with’); also ‘wheelchair-bound’, ‘in a wheelchair’ (better to say: ‘uses a wheelchair’); invalid (disabled person); ‘mentally handicapped’, ‘backward’, ‘retarded’, ‘slow’ (better to use: ‘person with learning difficulties’ or ‘disabilities’); ‘the disabled’, ‘the handicapped’, ‘the blind’, ‘the deaf’ (disabled people, blind people, deaf people); ‘deaf and dumb’ (better to say: ‘deaf and speech-impaired’, ‘hearing and speech-impaired’).</li> <li>• Disability sport and not ‘disabled sport’.</li> </ul>
<b>double-header</b>	<ul style="list-style-type: none"> <li>• To be used when both legs of one knockout round are played in the same venue</li> </ul>
<b>Dragons’ Den</b>	<ul style="list-style-type: none"> <li>• Capitalised when referring to a nickname of a stadium</li> </ul>

TERM	NOTES
<b>earned</b>	<ul style="list-style-type: none"> <li>Do not use 'earn't</li> </ul>
<b>EHFTV</b>	<ul style="list-style-type: none"> <li>Always all in capital letters</li> <li>ehfTV was a former way of writing and no longer in use</li> <li>Never ehfTV or EHFtv or ehftv</li> <li>If used as a link in social media posts, always use EHFTV.com</li> <li>In articles always EHFTV (without .com)</li> </ul>
<b>eighth-finals</b>	<ul style="list-style-type: none"> <li>The 'eight-finals' is not a term used in English. In EHF competitions 'last 16' is used</li> </ul>
<b>email</b>	<ul style="list-style-type: none"> <li>Not e-mail</li> </ul>
<b>emerging nation</b>	<ul style="list-style-type: none"> <li>Lower-ranked nations should be referred to as 'emerging handball nations' or 'emerging nations' rather than weaker nations, smaller nations, handball minnows or similar.</li> </ul>
<b>euro cent</b>	<ul style="list-style-type: none"> <li>Not euros, the plural is euro</li> <li>Always written lower case</li> <li>Abbreviation is EUR. The symbol € or EUR always precedes the figure</li> <li>e.g. € 2.4 billion.</li> </ul>
<b>exclamation marks</b>	<ul style="list-style-type: none"> <li>Never use in editorial text; a full stop is enough.</li> </ul>
<b>fate in their hands</b>	<ul style="list-style-type: none"> <li>Use: "control their fate" because "fate in their hands" is not expression used in English</li> </ul>
<b>fewer/less</b>	<ul style="list-style-type: none"> <li>Use 'fewer' for countable nouns e.g. there were fewer entries this year.</li> <li>Use 'less' for non-countable nouns e.g. There will be less expectation for them to win this year.</li> </ul>
<b>focused</b>	<ul style="list-style-type: none"> <li>Not focussed</li> </ul>
<b>football terms</b>	<ul style="list-style-type: none"> <li>Avoid football terms such as turf and pitch, e.g. 'They won on home turf' or 'they won on their home pitch'. Handball is played on a 'court'. Not kick-off but throw-off</li> </ul>
<b>handicapped</b>	<ul style="list-style-type: none"> <li>This is a term that is no longer acceptable in (British) English. The correct terms are: 'people with disabilities' or 'people with learning difficulties'.</li> <li>See disabled people section</li> </ul>
<b>heavyweight</b>	<ul style="list-style-type: none"> <li>Preferred to heavy-weight</li> </ul>
<b>high-flyer</b>	<ul style="list-style-type: none"> <li>Not highflyer</li> </ul>
<b>hyphenated words</b>	<ul style="list-style-type: none"> <li>Second word is never capitalised, therefore: Quarter-final and not Quarter-Final.</li> </ul>
<b>judgment/judgement</b>	<ul style="list-style-type: none"> <li>Judgment is a legal term; judgement is the ability to make considered decisions or well-formed opinions.</li> </ul>
<b>kids</b>	<ul style="list-style-type: none"> <li>Use children, not kids</li> <li>Use kids only if it is included in an official name or initiative e.g. iCoachKids</li> </ul>
<b>kings class</b>	<ul style="list-style-type: none"> <li>Not an English term - direct translation from German 'Königsklasse'</li> </ul>
<b>learnt</b>	<ul style="list-style-type: none"> <li>Used in British English</li> <li>Learnt is the past tense of the verb to learn and is used in the simple past e.g. I learnt French at school.</li> <li>Learned is the past participle and used in the perfect tense. I have learned to speak French.</li> <li>A verb which behaves in a similar way is dream</li> <li>e.g. Last night I dreamt was in an aeroplane; I have often dreamed of winning the lottery</li> </ul>
<b>lead/led</b>	<ul style="list-style-type: none"> <li>The past tense of 'lead' is 'led' and not 'lead' e.g. He led his team to victory. The chemical element Pb is spelt 'lead'</li> </ul>
<b>licence vs license</b>	<ul style="list-style-type: none"> <li>Licence is the noun and license is the verb (in British English). Therefore a coach would hold a 'coaching licence' but this is provided by a licensing authority through a 'Coaches Licensing Scheme'</li> </ul>
<b>line-up</b>	<ul style="list-style-type: none"> <li>Always hyphenated; note the verb 'to line up' is not hyphenated</li> </ul>



TERM	NOTES
<b>loose vs lose</b>	<ul style="list-style-type: none"> <li>Loose is an adjective to describe the opposite of tight e.g. a loose tooth</li> <li>Lose is a verb to describe defeat/suffer loss – e.g. “Barcelona will lose the match against Kiel.”</li> </ul>
<b>matches</b>	<ul style="list-style-type: none"> <li>Use ‘vs’ (no full stop after versus) e.g. FC Barcelona vs HSV Hamburg</li> </ul>
<b>medallist</b>	<ul style="list-style-type: none"> <li>Note the two ‘l’s’ in British English.</li> </ul>
<b>midday</b>	<ul style="list-style-type: none"> <li>Not mid-day</li> </ul>
<b>minutes (meetings)</b>	<ul style="list-style-type: none"> <li>Meeting notes are always written in past tense i.e. you are reporting what was said or decided in the meeting</li> </ul>
<b>names</b>	<ul style="list-style-type: none"> <li>The reference for how we write names on eurohandball.com and its associated websites is the players’ database on eurohandball.com. This is in order to achieve consistency as it enables everyone to search for a player</li> <li>Spanish, Danish and Portuguese names: use the first family name only, rather than the full name, also only the first name</li> <li>Note that unfortunately names in HQ and player lists may not always include accents</li> <li>Club names should be used as they appear on the EHF website or HQ.</li> <li>English names for towns and cities should be used e.g. Kobenhavn play their matches in Copenhagen.</li> <li>Russian names should always take English spelling and not German spelling i.e. Talant Dujšebajev not Talant Duischebajew</li> </ul>
<b>national federations</b>	<ul style="list-style-type: none"> <li>Use lower case for the general: national federations, but upper case for the specific: Croatian Handball Federation</li> <li>Use lower case for the general: national federations, but upper case for the specific: Croatian Handball Federation</li> </ul>
<b>national teams vs club competitions</b>	<ul style="list-style-type: none"> <li>In the club competitions never refer to (multi-national) clubs as Danes, Germans, Poles etc., but use Danish side, German club or Polish outfit instead</li> </ul>
<b>nations</b>	<ul style="list-style-type: none"> <li>As with clubs, the name of national teams is always in the plural e.g. Norway are the reigning champions</li> <li>The nation itself is always singular e.g. ‘Croatia is the host of EHF EURO 2018’.</li> <li>Federations are singular e.g. ‘the Danish Handball Federation was the host of EHF EURO 2014’.</li> <li>If the text refers to ‘team’ or ‘squad’ in writing, singular is used, e.g.. ”the Danish team was the favourite in this match.”</li> <li>When referring to a national team player use “Croatia centre back Luka Cindric” and if referring to him as Croatian player in the club always use: “Croatian centre back Luka Cindric”</li> <li>Same goes for coaches: “Croatia coach took a team timeout” and “Croatian coach leads Barcelona”</li> </ul>
<b>North Macedonia</b>	<ul style="list-style-type: none"> <li>Always refer to ‘North Macedonia’ and not Macedonia.</li> <li>Refer to ‘Macedonians’ or the ‘Macedonian team’ and not ‘North Macedonian’ team</li> <li>FYR Macedonia was the former official name but must not be used</li> </ul>
<b>numbers</b>	<ul style="list-style-type: none"> <li>When writing numbers, spell out figures one to nine. Use numeric format for figures 10 and over.</li> <li>Exceptions: <ul style="list-style-type: none"> <li>- An age range or amount of money always appears in numeric format. e.g., 4-12 year olds or €20m</li> <li>- Use numeric format when referring to a section in a document for example: Section 1</li> <li>- When writing telephone numbers never break over two lines</li> <li>- Use a comma to separate numbers beyond 999, not a full stop therefore: 1,000, 20,000, 100,000 etc. and not 1.000, 20.000, 100.000 etc.</li> </ul> </li> </ul>
<b>ongoing</b>	<ul style="list-style-type: none"> <li>One word, not hyphenated i.e. not ‘on-going’</li> </ul>
<b>organisation</b>	<ul style="list-style-type: none"> <li>Not organization; use British English spelling</li> </ul>

TERM	NOTES
<b>Oxford comma</b>	<ul style="list-style-type: none"> <li>The Oxford comma or serial comma is an optional comma before the word 'and' at the end of a list e.g. He played in Germany, France, and Spain. It is more commonly used in American English</li> <li>To ensure a common style across all texts, we avoid use of the Oxford comma</li> </ul>
<b>per cent</b>	<ul style="list-style-type: none"> <li>Always two words</li> <li>In running text spell out per cent rather than using %</li> </ul>
<b>places</b>	<ul style="list-style-type: none"> <li>Local language/pronunciations are disregarded as British English is the official language e.g. Belgrade and not Beograd, Cologne and not Köln</li> </ul>
<b>practice vs practise</b>	<ul style="list-style-type: none"> <li>In British English 'practice' is the noun and 'practise' is the verb e.g. "it takes a lot of practice to be good at handball"; "he has been practising his shooting every day"</li> </ul>
<b>pre-decision</b>	<ul style="list-style-type: none"> <li>Not an English term</li> </ul>
<b>prize money</b>	<ul style="list-style-type: none"> <li>Avoid use of term 'prize money' in EHF competitions</li> <li>Refer instead to financial disbursement</li> </ul>
<b>programme</b>	<ul style="list-style-type: none"> <li>TV programme</li> <li>A 'program' refers to a computer program (note: programmed, programming)</li> </ul>
<b>quotes/reported speech</b>	<ul style="list-style-type: none"> <li>Use a colon rather than a comma and double quotation marks to indicate a direct quote, e.g. the coach said: "I am glad we won the game."</li> <li>Use past tense for reported speech</li> <li>Always use double quotation marks for reported speech</li> <li>Use single quotation marks for quotations within a quote</li> <li>Where a long quote is split over more than one paragraph, the quotation mark is not required at the end of the first paragraph to indicate that the reported speech continues e.g. <ul style="list-style-type: none"> <li>The coach said: "We really wanted to win the game.</li> <li>"My players were highly motivated."</li> </ul> </li> <li>Correct placing of full stop in English is within speech mark, example: He said: "I played well."</li> <li>Comma is also placed within speech marks when attributing to the person speaking e.g. "I am glad we won the game," said Roberto Garcia Parrondo.</li> </ul>
<b>rematch</b>	<ul style="list-style-type: none"> <li>Not re-match</li> </ul>
<b>runners-up</b>	<ul style="list-style-type: none"> <li>Not runner-ups, not vice-champions</li> </ul>
<b>results</b>	<ul style="list-style-type: none"> <li>Write results as follows: RK Celje Pivovarna Lasko vs HC PPD Zagreb 20:21 (10:10) and in the case of extra time/penalties: Lomza Vive Kielce (POL) vs Telekom Veszprém (HUN) 39:38 (13:17, 29:29, 35:35)</li> <li>In reports always refer to the winner first regardless of whether they were the home or away team, i.e. Sweden won 24:22 and not 22:24 (if they are the away team)</li> <li>Never refer to the losing score first, e.g. Sweden lost 24:26, here you would write Sweden lost 26:24.</li> </ul>
<b>seasons</b>	<ul style="list-style-type: none"> <li>Playing seasons should always be written as follows: 2010/11 or 2017/18 etc. (not 2010/2011)</li> </ul>
<b>sic</b>	<ul style="list-style-type: none"> <li>Used to indicate that text as quoted is exactly what was said, written or tweeted by the person, and that the editor is knowingly attributing mistakes to that person, therefore: The coach said [sic] "I is pleased, we was the best team." or 'the coach said: "I is [sic] pleased, we was [sic] the best team."</li> </ul>
<b>slip from their hands</b>	<ul style="list-style-type: none"> <li>Not an English expression, use e.g. "let 12-goal advantage slip" not "let 12-goal advantage slip from their hands"</li> </ul>

TERM	NOTES
<b>sponsors</b>	<ul style="list-style-type: none"> <li>• Full and official names for EHF sponsors should be used where possible in articles, though avoid overuse in articles.</li> <li>• When referring to title sponsors, only refer to the competition in the time that the sponsor has been title sponsor; for historical statements do not mention the sponsor e.g. 'Györi have won the EHF Champions League five times' not Györi have won the DELO EHF Champions League five times'</li> <li>• Official names of clubs in EHF competitions – the full name of the club should be used with sponsor name e.g. Lomza Vive Kielce at the beginning of the article at least, subsequently it is acceptable to shorten the name when referring to the club e.g. Kielce</li> <li>• Non-EHF sponsor names should be avoided in headlines even when they are in common use e.g. 'Barcelona Hoover up all titles'</li> </ul>
<b>stadiums</b>	<ul style="list-style-type: none"> <li>• Use stadiums instead of stadia</li> </ul>
<b>stationary/stationery</b>	<ul style="list-style-type: none"> <li>• Stationary means not moving; stationery includes paper and writing materials.</li> </ul>
<b>tabletopper</b>	<ul style="list-style-type: none"> <li>• Not an English term</li> <li>• 'top of the table' e.g. Barcelona are top of the table or have topped the table two years in a row</li> <li>• 'Top-of-the-table clash' – should only be used when first plays second and not if third plays fourth etc.</li> </ul>
<b>teams</b>	<ul style="list-style-type: none"> <li>• Sports teams always take plural verbs: Barça were beaten again, Norway have won the title</li> <li>• Note that in a business context or when referring to the nation, they are singular like other companies, e.g. 'HC Handball Club reported its biggest loss to date', Norway is the host nation of the EHF EURO.</li> <li>• When referring to the 'team' or the 'squad' use the singular; e.g. the Barcelona team was victorious</li> <li>• Where a language-specific version of 'Handball Club' appears it should always be shortened to HC, RK or BM, e.g. BM. Granollers not Balonmano Granollers</li> <li>• In the first instance a team name is written in a communication refer to it in the full; it can then be shortened after. For legal and marketing/press releases, the full names should be used at all times.</li> <li>• The EHF always uses the team name spelling (provided by the club itself at the start of the season) available on eurohandball.com</li> </ul>
<b>that/which</b>	<ul style="list-style-type: none"> <li>• 'That' should be used where the information given is essential for the meaning of the sentence e.g. 'the match that was played last week was very exciting'</li> <li>• 'which' should be used where non-essential information is provided e.g. 'the match, which had 15,000 spectators, was very exciting. 'which' usually follows a comma</li> </ul>
<b>Three-peat, four-peat etc.</b>	<ul style="list-style-type: none"> <li>• A repetition of a certain achievement for the third, fourth etc. consecutive time, always hyphenated</li> </ul>
<b>until</b>	<ul style="list-style-type: none"> <li>• not 'til or till</li> </ul>
<b>uphold/upheld</b>	<ul style="list-style-type: none"> <li>• To confirm or support something that has been questioned.</li> <li>• Therefore 'an appeal that is upheld' is a case where a decision was questioned and successfully overturned. If however 'the decision of the court was upheld', this means that that the original decision was confirmed.</li> </ul>
<b>vice-champions</b>	<ul style="list-style-type: none"> <li>• Not a term used in English; use 'runners-up' instead</li> </ul>
<b>websites</b>	<ul style="list-style-type: none"> <li>• Refer to our websites as follows in text:</li> <li>• eurohandball.com, ehfeuro.eurohandball.com, ehfcl.eurohandball.com, ehfel.eurohandball.com, ehffinal4.eurohandball.com, beach.eurohandball.com</li> </ul>
<b>world champion World Championship</b>	<ul style="list-style-type: none"> <li>• World is not capitalised, therefore: The Norwegians are world champions</li> <li>• Always capitalise World Championship: Norway won the World Championship in 2012; but are world champions.</li> </ul>
<b>worldwide</b>	<ul style="list-style-type: none"> <li>• Not world wide or world-wide</li> </ul>

## 6. SPONSORS AND PARTNERS

TERM	NOTES
<b>Delo Group</b>	<ul style="list-style-type: none"> <li>The title partner of the EHF Champions League Women</li> <li>Always written in capital letters with the name of the competition – DELO EHF Champions League and DELO EHF FINAL4</li> <li>When referring to the company in media releases or in marketing texts, always write Delo Group</li> </ul>
<b>Nord Stream 2</b>	<ul style="list-style-type: none"> <li>EHF Champions League Men partner</li> <li>Never Nord stream 2 or Nord Stream2</li> </ul>
<b>Gorenje</b>	<ul style="list-style-type: none"> <li>EHF Champions League Men partner</li> <li>Never gorenje</li> </ul>
<b>IQONIQ</b>	<ul style="list-style-type: none"> <li>EHF Champions League Men and EHF European League Men partner</li> <li>Always written in capital letters</li> <li>Never iqoniq or Iqoniq</li> </ul>
<b>UNIQA</b>	<ul style="list-style-type: none"> <li>EHF Champions League Men and DELO EHF Champions League supplier</li> <li>Always written in capital letters</li> </ul>
<b>Plan International</b>	<ul style="list-style-type: none"> <li>EHF Champions League Men partner</li> </ul>
<b>LIQUI MOLY</b>	<ul style="list-style-type: none"> <li>EHF Champions League Men partner</li> <li>Always written in capital letters</li> </ul>
<b>hummel</b>	<ul style="list-style-type: none"> <li>Official clothing supplier of the EHF and EHF Marketing GmbH</li> <li>Always written in lowercase letter</li> </ul>
<b>SELECT</b>	<ul style="list-style-type: none"> <li>Official ball supplier of the EHF and EHF Marketing GmbH</li> <li>Always written in capital letters</li> </ul>
<b>Gerflor</b>	<ul style="list-style-type: none"> <li>Official flooring supplier of the EHF and EHF Marketing GmbH</li> </ul>
<b>Sportradar</b>	<ul style="list-style-type: none"> <li>Official EHF and EHF Marketing GmbH partner for data collection and distribution to media organisations and betting operators</li> </ul>
<b>Infront Sports and Media</b>	<ul style="list-style-type: none"> <li>Official media and marketing partner of the EHF and EHF Marketing GmbH</li> <li>Use full name when you first mention the company, after that just Infront</li> </ul>
<b>DAZN Group</b>	<ul style="list-style-type: none"> <li>Official media and marketing partner of the EHF and EHF Marketing GmbH</li> <li>Use full name when you first mention the company, after that just DAZN</li> <li>Always written in capital letters</li> <li>Pronounced as “dazone”</li> </ul>
<b>Sport Transfer</b>	<ul style="list-style-type: none"> <li>Sport Transfer is the EHF’s official supplier of goal and goal nets for both indoor and beach handball competitions</li> </ul>
<b>Sportadd</b>	<ul style="list-style-type: none"> <li>Sportadd is the official supplier of handball resin for EHF EURO events</li> </ul>
<b>Eventim</b>	<ul style="list-style-type: none"> <li>EVENTIM is the EHF ticketing partner for the EHF EURO events beginning with the Men’s EHF EURO in 2022</li> </ul>
<b>KINEXON</b>	<ul style="list-style-type: none"> <li>KINEXON is the EHF’s partner for player and ball tracking technology for the EHF EURO events</li> <li>Always written in capital letters</li> </ul>
<b>Swiss Timing</b>	<ul style="list-style-type: none"> <li>Swiss Timing is the EHF’s partner for providing match scouting data for EHF EURO</li> </ul>

## 7. SOCIAL MEDIA

TERM	NOTES
#	<ul style="list-style-type: none"> <li>Hashtags should always be in lower case unless they refer to specific acronyms (MOTW, club/nation code)</li> <li>Hashtags should as much a possible be part of the sentence (see example below) if it can't be included in the natural sentence, they should be mentioned at the end of the caption</li> <li>Example: 16 clubs will take part in #deloehfcl 2021/22 starting directly at group phase. Which one is your favourite?</li> <li>#ehfcl</li> <li>Hashtags behave has a normal word in the sentence, if the context requires it should be followed by punctuation, possessive marks, etc.</li> </ul>
@	<ul style="list-style-type: none"> <li>Tags should as much a possible be part of the sentence (see example below) if it can't be included in the natural sentence, they should be mentioned at the end of the caption</li> <li>Example: Are you or a friend a @fcbhandbol's fan?</li> <li>Tag him/her in the comments and get a chance to win exclusive posters of your favourite team!</li> <li>@victortomas8 @tchoufy10 #ehfcl</li> <li>Tags behave has a normal word in the sentence, if the context requires it should be followed by punctuation, possessive marks, etc.</li> </ul>
Emojis	<ul style="list-style-type: none"> <li>Emojis should use the default skin tone (yellow smiley)</li> <li>Not more than 3 emojis next to each other</li> <li>Not more than 5 emojis in one caption</li> <li>The handball player emoji is gendered, use it according to the related competition</li> </ul>
#MOTW	<ul style="list-style-type: none"> <li>Refers to Match of the Week</li> <li>Must always be all capital letters</li> </ul>
#MOTWexperience	<ul style="list-style-type: none"> <li>Refers to the Match of the Week experience</li> <li>To use only when promoting or reporting about the Match of the Week experience</li> </ul>
#deloehfcl	<ul style="list-style-type: none"> <li>Refers to DELO EHF Champions League</li> <li>Should be use in the first instance of the coverage/caption</li> <li>Overlaps #ehfcl, shouldn't be more used than #ehfcl</li> <li>Must always be all lower case</li> </ul>
#ehfcl	<ul style="list-style-type: none"> <li>Refers to EHF Champions League</li> <li>Common to men's and women's competitions</li> <li>Should be use in addition of the sponsored competition name</li> <li>Must always be all lower case</li> </ul>
#ehffinal4	<ul style="list-style-type: none"> <li>Refers to EHF Champions League EHF FINAL4</li> <li>Common to men's and women's competitions</li> <li>Must always be all lower case</li> </ul>
#showtimeforchampions	<ul style="list-style-type: none"> <li>Refers to seasonal EHF Champions League 2020/21 campaign "Showtime for Champions!"</li> <li>To use with campaign videos and key visuals</li> </ul>
#ehfel	<ul style="list-style-type: none"> <li>Refers to EHF European League</li> <li>Common to men's and women's competitions</li> <li>Must always be all lower case</li> </ul>
#ehfec	<ul style="list-style-type: none"> <li>Refers to EHF European Cup</li> <li>Common to men's and women's competitions</li> <li>Must always be all lower case</li> </ul>

TERM	NOTES
<b>#ehfeuroXXXX</b>	<ul style="list-style-type: none"> <li>Refers to one EHF EURO tournament</li> <li>XXXX should be replaced by the year of the concerned EHF EURO example: #ehfeuro2020</li> <li>Common to men's and women's events happening the same year</li> <li>Must always be all lower case</li> </ul>
<b>Game hashtags #XXXXXX</b>	<ul style="list-style-type: none"> <li>Refers to a specific game</li> <li>Each team is designated by its 3 letter code</li> <li>Home-team first then away team</li> <li>Must always be all capital letters</li> <li>Example: France plays against Portugal in Paris: #FRAPOR</li> </ul>
<b>Euro claim</b> <ul style="list-style-type: none"> <li><b>HUNSVK2022:</b> <b>#watchgamesseemore</b></li> <li><b>SLOMKDMNE2022</b> <b>#playwithheart</b></li> </ul>	<ul style="list-style-type: none"> <li>EHF EURO claims are to be used as hashtags and to follow the general hashtags rules:</li> <li>Hashtags should always be in lower case unless they refer to specific acronyms (MOTW, club/nation code).</li> <li>Hashtags should as much a possible be part of the sentence, if it can't be included in the natural sentence, they should be mentioned at the end of the caption.</li> <li>Hashtags behave has a normal word in the sentence, if the context requires it should be followed by punctuation, possessive marks, etc.</li> </ul>

Name	Facebook	Twitter	Instagram	Youtube
EHF Activities	@EHFactivities	@EHF_Activities	@ehf_activities	@ehf_Activities
Home of Handball	HomeOfHandball	@HomeofHandball	@thehomeofhandball	@TheHomeofHandball
EHF EURO	@EHF Euro	@EHFEURO	@ehfeuro	
EHF Champions League		@ehfcl	@ehfcl	
EHF European League		@ehfel_official	@ehfel_official	

Name	Tiktok	Linkedin	Twitch	Notes
EHF Activities		European Handball Federation		Gathers: Corporate and EHF CAN activities.
Home of Handball	@homeofhandball		@homeofhandball	Refers to website. Main source of non-competition specific information.
EHF EURO				Competition specific EHF EUROs, final tournaments and qualifiers.
EHF Champions League				Competition specific
EHF European League				Competition specific