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Last November, a fire broke out in one of the buildings on ISTA Pharmaceuticals Inc.'s main campus, forcing about 50 employees to move to another location on the property. After the building's sprinklers kicked in, the entire network had to be shut down because the water threatened the equipment carrying the company's inbound data traffic. Managers and employees at the Irvine, Calif.-based ophthalmic pharmaceutical company handled the situation with composure, says IT Director Keith Bereskin. The company's network and core applications were back online within two hours, and only 10 of the affected employees had to stay away from their offices for more than three hours, according to Bereskin. Not bad, "considering it wasn't something we formally talked about," he says. ISTA's "mini-disaster" happened to coincide with a disaster recovery gap analysis being conducted at the company. In that analysis, a consultant discovered that the IT department, which oversees disaster recovery coordination, and the business divisions needed to communicate more effectively, says Bereskin. The fire and the subsequent analysis helped spur ongoing discussions between Bereskin and his peers in various business departments to determine what their expectations would be during a recovery. Among other things, they're working to identify the data they would need right away and the systems and processes that would have to be restarted immediately. "People have said to me that we should have had these discussions previously," says Bereskin. Now they do; Bereskin says he coordinates disaster planning meetings with his business peers several times a year. The situation at ISTA highlights the types of communication problems that often exist among disaster recovery managers, business executives and line workers, according to disaster recovery experts. "The people side of disaster recovery planning is often overlooked," says John Linse, director of business continuity services at EMC Corp. At many organizations, when it comes to communicating disaster recovery plans, "there's almost this 'shoot, ready, aim' kind of approach," says Linse. For instance, one of EMC's Midwestern customers didn't have an effective disaster recovery plan in place when it suffered a power outage last June, so a \$7-an-hour security guard ended up being the one who made the decision to send home the 1,300 affected employees. The outage lasted two days and cost the company \$1.3 million in business, including estimated lost revenue for orders that couldn't be taken. Afterward, EMC helped the company craft a business continuity plan that included identifying key business processes that need to stay up during a disaster -- and which people are responsible for them. Tool Time At Austin Energy. CIO Andres Carvallo says the purchase of a disaster recovery planning tool was an essential element in bringing key decision-makers together to craft a recovery plan in late 2003. Using the Living Disaster Recovery Planning System (LDRPS) from Strohl Systems Group Inc., Carvallo and Austin Energy's disaster recovery manager worked with supervisor-level business process owners to identify which processes needed to be recovered and when. "As you go through this business by business, you populate the software with business processes and the people who need to be involved in the decision-making," says Carvallo. "In our case, 1,600 people are impacted by the tool." Although LDRPS is only one component of Carvallo's effort to communicate the disaster recovery plan to his fellow Austin Energy employees, he says it has played a big role in helping the utility map a strategy and get the message to resonate with its staff. Since Austin Energy deals with power outages on a regular basis, disaster recovery is already embedded into its culture, but Carvallo says that prior to his arrival at the utility in early 2003, business continuity "really wasn't understood as a responsibility of every line of business. So we had to drive this companywide." LDRPS has helped Carvallo achieve that goal because it can track the percentage of the disaster recovery process that each manager is responsible for. "It helps drive this whole notion of accountability," he says. The sound of the preposition of is similar to the sound of 've -- the shortened form of the helping verb have. As a result, of is sometimes misused in contractions. Have often functions as an auxiliary verb (or helping verb). In speech and informal writing, the contracted form 've is sometimes used with the verbs could, must, should, would, may, and might. Of is a preposition, not a contraction. Jed could have tried harder to help us. Jed said, "I would've tried harder if I'd known you were paying attention." Some of us must have been watching the game when the burglars broke into the house. "If the Mets would have given him two more runs per game, Seaver would have won 20 games by the end of August. But that was one of those would've, could've, should've scenarios." (Josh Rosengren, Hammerin' Hank, George Almighty, and the Say Hey Kid, 2008) "The planning of the fly was an application of pure intelligence, morals not being concerned. Not one of us could have planned the fly, not one of us could have constructed him, and no one would have considered it wise to try, except under an assumed name." (Mark Twain, "Thoughts of God," early 1900s) "Mr. Wood, my English teacher, is always telling us that 'there's no such thing as must of, should of, could of, it's must have, should have, could have.' Mr. Wood says stuff like, 'The day you all get that simple little fact into your tiny little heads is the day I can retire a happy man.' Well, this is all very well and good, but he doesn't need to be moaning on to me about it." (Hayley Long, Lottie Biggs Is [Not] Mad, Macmillan, 2009) "When we speak, we slur these phrases so that they all sound as if they end in of, but in fact, all of them end in have. Their correct forms are may have, might have, must have, should have, would have, and could have." (Susan Thurman, The Only Grammar Book You'll Ever Need, F+W Media, 2003) "Some writers use of for 've deliberately to add flavor; should of and I'd of have a drawled look that the more clipped should've and I'd've lack. Ring Lardner and John O'Hara often used of for 've, and it is unlikely that either did it from ignorance." (Edward Johnson, The Handbook of Good English, Washington Square, 1991) Fill in the blanks with either have or of. See how you did with the answers below. One _____ us made a mistake. It must _____ been you. "She was one _____ the few gentlewomen I _____ ever known, and has remained throughout my life the measure _____ what a human being can be." (Maya Angelou, I Know Why the Caged Bird Sings, Random House, 1969) An antonym is a word having a meaning opposite to that of another word, such as hot and cold, short and tall. An antonym is the antonym of synonym. Adjective: antonymous. Another word for antonym is counterterm. Antonymy is the sense relation that exists between words which are opposite in meaning. In Language: Its Structure and Use, Edward Finnegan defines antonymy as "a binary relationship between terms with complementary meanings." It's sometimes said that antonymy occurs most often among adjectives, but as Steven Jones et al. points out in Antonyms in English: Construals, Constructions and Canonicity, it's more accurate to say that "antonym relations are more central to the adjective classes than to other classes." Nouns can be antonyms (for example, courage and cowardice), as can verbs (arrive and depart), adverbs (carefully and carelessly), and even prepositions (above and below). "You forget what you want to remember and you remember what you want to forget." (Cormac McCarthy, The Road) "A hundred times every day I remind myself that my inner and outer life are based on the labors of other men, living and dead, and that I must exert myself in order to give in the same measure as I have received and am still receiving." (Albert Einstein, "The World as I See It") "Factors that contribute to particularly good antonym pairings may relate to more than just the two items' semantic oppositeness; for instance, the pairing of increase and decrease is supported by their rhyme and the perception of a parallel morphology, as well as their semantic opposition." (Steven Jones et al., Antonyms in English: Construals, Constructions and Canonicity) "Linguists identify three types of antonymy: (1) Gradable antonyms, which operate on a continuum: (very) big, (very) small. Such pairs often occur in binomial phrases with and: (blow) hot and cold, (search) high and low. (2) Complementary antonyms, which express an either/or relationship: dead or alive, male or female. (3) Converse or relational antonyms, expressing reciprocity: borrow or lend, buy or sell, wife or husband." ("Antonym," The Oxford Companion to the English Language, by Tom McArthur) "Antonym." The Oxford Companion to the English Language, by Tom McArthur, Oxford Univ. Press, 1992. Einstein, Albert. "The World As I See It." Living Philosophies: By Albert Einstein, John Dewey, James Jeans 1931. Finnegan, Edward. Language: Its Structure and Use. Harcourt Brace College Publishers, 1999. Jones, Steven, et al. Antonyms in English: Construals, Constructions and Canonicity. 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