

## CAPITALIZATION REVIEW

In this exercise you will review the main rules for using capital letters. Study the rules and examples; then work the “**TRY IT**” section. The answer key is at the back of this packet.

**The first word of every sentence begins with a capital letter.**

**They** soared above the earth like birds.

**Names of persons are capitalized.**

We shall meet **Juan** and **Mi Hye**.

**Initials used in names and abbreviations of well known organizations are capitalized.**

Does this belong to **T.R.** Johnson?  
The **P.T.A.** meeting is tonight.

**The word I is always capitalized.**

Marlita and **I** will do the job.

**The names of the months are capitalized.**

He was born on **January** 1, 1951.

**The names of the days of the week are capitalized.**

This class will meet on **Tuesday** and **Thursday**.

**The names of holidays are capitalized.**

**Thanksgiving Day** comes in November.

**The names of countries, states, and cities are capitalized.**

The doctor was a native of **Mexico**.  
I have visited in **Indiana**, and **Chicago, Illinois**.

**The names of streets and avenues are capitalized.**

There are no business buildings on **Temple Street**.  
Meet me at 212 **Fifth Avenue**.

**The names of particular buildings, mountains, parks and bodies of water are capitalized.**

We camped in the **Yellowstone National Park**.  
The **Mississippi River** enters the **Gulf of Mexico** at New Orleans.

**Titles with names and titles of books, songs and newspapers are capitalized.**

**Dr.** and **Mrs.** Hill had dinner with **Captain Smith**.  
The name of the book is **The Old Man and the Sea**.  
Our national anthem is “**The Star Spangled Banner**.”  
Do you read **The Washington Post** advertisements?

**All the words in the greeting and the first word of the closing of letters are capitalized.**

**Dear Mr. Arnaz,**  
**To Whom It May Concern**  
**Sincerely,**

**Dear Aunt Faye,**  
**Dear Sir:**  
**Love,**

**\*Examples of names, titles or words which are not capitalized:**

Titles: There are three **presidents** at the conference.

Seasons: **winter, spring, summer, autumn**

General studies: **history, art, science**, etc. (except specific  
studies or languages: Latin, Algebra II)

# CAPITALIZATION

## TRY IT 1

### CORRECT THE CAPITALIZATION ERRORS.

1. the young man became a citizen of the u.s.a.
2. are dr. owusu and senator jackson members of the p.t.a.?
3. the month of march can be very cold, but spring will come soon.
4. i would like to hear about algeria from r.a. lajnef.
5. elementary school closes early on mondays.
6. there will be a parade on main street in los angeles, california on memorial day.
7. can you see the washington monument from the potomac river?
8. ms fernandez will travel to mexico in september to buy fabric for her company, textiles international.
9. they asked officer moore to meet them at 212 fifth avenue.
10. charles dickens wrote the classic, oliver twist, about life in england.
11. i like history and science, but I don't like algebra II or english.

## CAPITALIZATION

### TRY IT 2

#### CORRECT THE CAPITALIZATION ERRORS.

dear parents,

you are invited by our local p.t.a. to attend a picnic at goldhead park. it is the annual oakwood elementary school get-together.

the picnic will be on saturday, june 6. please bring food for your family. drinks may be bought at the park.

at three o'clock, superintendent james l. hanna will discuss the building program.

please come!

sincerely,

ms. laverne howard  
president, p.t.a.

# Capitalization

**Directions:** Underline the words that need to be capitalized. On the line below each sentence, write the sentence correctly using correct capitalization.

Example: on sunday, my family will go eat at olive garden.  
On Sunday, my family will go eat at Olive Garden.

1. my friend david liked the story very much.

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2. we will go to target in the evening.

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3. when i was little, my favorite holiday was christmas.

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4. mike, tony and chris like to play basketball at the park.

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5. i have a dentist appointment on thursday.

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6. Can we go to six flags for halloween on saturday.

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7. my birthday is on april 7, i will turn 8.

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8. my cousin lives in texas.

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9. dr. thomas put a cast on jimmy's broken arm.

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10. My teacher, mrs. bloom gave us reading books for valentine's day.

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Name: \_\_\_\_\_

## Scotty's Castle

**Directions:** Locate and correct the missing or incorrectly used capital letters from the passage.

scotty's castle is a mansion at the edge of death valley national park, california, designed by martin de dubovay and built by mat roy yhompson. It gets its name from walter e. scott, a con man and prospector. however, scott never owned the mansion, as it belonged to his friend albert johnson. The construction had been Stopped because it was unaware to johnson that the land they were building on was government Property. When that matter was resolved, they continued construction for a short time until in october, 1929. That's when the stock market Crashed, sending the construction of the castle to a crashing halt. When the Johnsons died, they had nobody to take the castle. so they willed it to the gospel foundation, with the provisions that Scott could live there as long as he desired. In 1970, the national park service bought the castle from the Gospel foundation for over \$800,000. When Scott died in 1954, He was buried on the castle grounds, overlooking the mansion.

The castle got its water and electricity from grapevine springs, which was about 300 feet above the castle. The water flow was used to operate a felton waterwheel, which powered the Generator and, in turn, provided electricity for the villa. The castle was never completed, and it lies unfinished to this day. it was turned into a Tourist attraction, and thousands of people visit it each year.

Name: \_\_\_\_\_

## Capitalization

**Directions:** Correct the words that need capital letters.

last october, my family and i visited the albuquerque international balloon fiesta. it was very exciting seeing the balloons fly through the new mexico sky every day. the fiesta began on a saturday morning and lasted for two weeks. the autumn air was crisp each morning as balloons shaped like darth vader, clocks, and sleeping beauty sailed by.

my dad worked at the fiesta helping matt park campers in the lot. people would come from as far as canada to see these great balloons. the best part about the whole trip was that my whole family got a ride in a hot air balloon. tim was our pilot and he flew us over albuquerque 600 feet in the air. we could see places like mcdonalds and hobby lobby!

we plan to head back to new mexico next october. maybe we will see you there!

Name: \_\_\_\_\_

## Capitalization

**Directions:** Write sentences that illustrate each use of capital letters.

Capital letters begin sentences.

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Capital letters begin names of people.

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Capital letters begin names of special places.

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Capital letters begin months of the year.

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Capital letters begin days of the week.

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Name: \_\_\_\_\_

## When do you Capitalize?

**Directions:** When do you need to write a capital letter? Write examples of words for each category below.

<u>first word of a sentence</u>	<u>buisness</u>	<u>person's title</u>
<u>compass points when referring to a specific region</u>	<u>titles</u>	<u>federal or state when referring to official government institution</u>
<u>specific course titles</u>	<u>name</u>	<u>months</u>
<u>days of the week</u>	<u>song titles</u>	<u>product names</u>

**Directions:** Write a sentences using words from three of the rules above.
