

Capitalization

General rules for capitalization:

Proper nouns

- A proper noun identifies a specific person, place, or thing. Words derived from proper nouns are also capitalized. Also capitalize titles of persons when used as part of a proper name but usually not when used alone.
- Examples: Japan, Japanese food, the Democratic Party, John, District Attorney Jones

First word of a sentence or quoted sentence

- The first word of a sentence should be capitalized. Also, capitalize the first word of a quoted sentence but not a quoted phrase. If a quoted sentence is interrupted, do not capitalize the first word after the interruption.
- Examples: The journalist wrote, “The situation seems more ominous as the various parties have failed to reach an agreement.”
“Sports”, said Russell Baker “is the opiate of the masses.”

Also capitalize:

Titles of works

- Major words (and the first word) in titles and subtitles of works such as books, articles, and songs should be capitalized.
- Examples: *The Last of the Mohicans*; *Return to Me*

First word following a colon

- Capitalize the first word after a colon only if it begins an independent clause (and that is actually optional).
- Example: We come to this conclusion: The (or the) federal government is needed to protect the rights of minorities.

Abbreviations

- Capitalize abbreviations for government departments and agencies, other organizations, corporations, trade names, and call letters for radio and television stations.
- Examples: FBI, IBM, Xerox, WRVL

Use capitalization also for the pronoun 'I'.

Examples

1. **Bali** is an Indonesian Island.
2. Her name is **Mary**.
3. She lives in **Spain**.
4. They live in a **Georgian** house.
5. *The **Great Gatsby***
6. The **Queen** of England
7. Joseph Conrad's novel, ***Heart of Darkness***
8. the **University** of **Delaware**
9. the **Second World War**
10. He lives at 10 **Greenstoke Avenue**, **Newbay**, **Bristol**.
11. She was born on **Tuesday** the sixth of **June**, 1998.
12. The shops on **Fifth Avenue** were decorated for **Christmas**.

A few more examples...

13. Japanese and **Russian** are difficult languages to learn.
14. **Many** stars shop on **Rodeo Drive**.
15. “**Wait**,” he said, “until the **Bears** have won the rest of the season.”
16. The reporter asked **Mayor Johnson** about the events of the previous day.
17. **On** the fourth of **July**, we celebrate the **War** of Independence.
18. Everyone was planning to go out for **Indian** food.
19. **He** has always driven a **Porche**.

A few more examples...

20. The class had to read and write a paper on the **L**ord of the **R**ings.

21. They all watch **A**merican **I**dol on **F**ox every **T**uesday.