

## **What are the ten capitalization rules?**

1. Capitalize proper nouns (including initials), the first word of a sentence, and the pronoun, I.
- 2. Capitalize family relationship names when they precede a name or when they are used in place of a name. When the relationship name is not used to replace a name, the word is not capitalized.
- 3. Titles which precede names are capitalized. Follow the same rule for family names for not capitalizing.
- 4. Capitalize days of the week, months of the year, and names of holidays (excluding prepositions).
- 5. Capitalize the names of specific organizations and agencies, including abbreviation, but excluding prepositions, conjunctions and articles.
- 6. Capitalize the names of languages, nationalities, and definite sections of a country or the world.
- 7. Capitalize the names of religions and deities. Capitalize pronouns when referring specifically to God.
- 8. Capitalize proper adjectives formed from names of geographical locations, languages, races, nationalities, religions, and brand names. Prefixes attached to a proper adjective are not capitalized unless the prefixes are formed from a proper noun.
- 9. Capitalize the first word of dialogue even if it follows a dialogue tag. If a dialogue tag is in the middle of a character's statement, the first word after the tag is not capitalized unless the rules discussed in this article require it.
- 10. Capitalize the first word and all of the words in titles of books, magazines, works art, and stories, excluding short prepositions, conjunctions, articles and often linking verbs.