

When to use capital letters: Putting it all together

Basics of capitalization

Always capitalize the first word in a sentence

Regular exercise is important for everyone.

Always capitalize the pronoun *I*

Some days *I* walk to work.

People, places, and things

When naming **specific** people, places, or things:
Use a capital letter

Let's go on a bike ride with **D**ad.

The traffic to **H**arper **B**each was unbearable.

There is a special exhibit at the **S**mith **M**useum.

When naming people, places, or things in **general**:
Do not use a capital letter

My **d**ad rides his bike every week.

The traffic to the **b**each was unbearable.

There is a special exhibit at the **m**useum.

 **Do not use capital letters to add emphasis**

Do's and don'ts

Do capitalize:

Names of the months

Last year, we got snow in **M**ay.

Days of the week

I get lunch with my friends every **W**ednesday.

Languages

My school offered **S**panish and **F**rench classes.

Course names

Every student is required to take **S**ociology 101.

Specific animal breeds

The **L**abrador **R**etriever is a popular dog breed.

The first word, last word, and all important words of books, movies, songs, or articles

Last week I read, **A**ll **Q**uiet on the **W**estern **F**ront.

The film, **S**ingin' in the **R**ain, is a classic.

Do not capitalize:

Names of seasons

My favorite season is **s**ummer.

Types of animals

The most popular pets are **d**ogs and **c**ats.

Subjects studied unless they are languages

My highest grades were in **m**ath and **s**cience.