GENERAL POST OFFICE

BUILD YOUR VOCABULARY

COMMON ABBREVIATIONS AND CONTRACTION An abbreviation is a short form of a word. Full stops are usually us abbreviations e.g. A. D. However, those abbreviations which can be pronc as a word don't have full stops between them e.g. NARO. Metric units also have full stops between them e.g. cm, kg, mm, etc...

Abbreviations which are commonly used in letter writing:

AD	In the				A STATE OF THE PARTY OF THE PAR		
A.D.	In the year	of	Our	Lord	(Anno	Domini	Intin
ACI	Actina				(MILLIO	Domini)	laun

Before noon (ante meridian) latin a. m. ___

Ave. __ Avenue

Before Christ

CO.___ Company

Cash on delivery

Credit

Doctor

General Post Office

I owe you. I.O.U ____

Limited. _ Ltd. __

Gentlemen (messieurs) Messrs _

Missus/missis Mrs.

Mister

Miz Ms

Note carefully N.B.__

Number

on behalf of

Afternoon (post meridian) Latin

Post Office

Written after (post-script)

Rest in Peace

ABBREVIATIONS

reply if you can please (Repondez - s'il vous plait) R.S.V.P Rd. road Ref._____ reference St. Saint/street. w.e.f with effect from weather permitting w.p___ Viz.____ namely (videlicet) latin Via by way of, through

GENERAL ABBREVIATIONS

abbr. abbreviation.

a/c account

assn. association.

assistant

c/o____ care of

B.Sc. Bachelor of Science

B.A Bachelor of Arts

C. ____ Centigrade

cf.____ Compare

do_____ the same

doz_____dozen

deg._____ degree

dept. department

D.V. God willing (Deo volente)

ea. (@)__ each

e.g. exempt grata (for example)

esp. especially

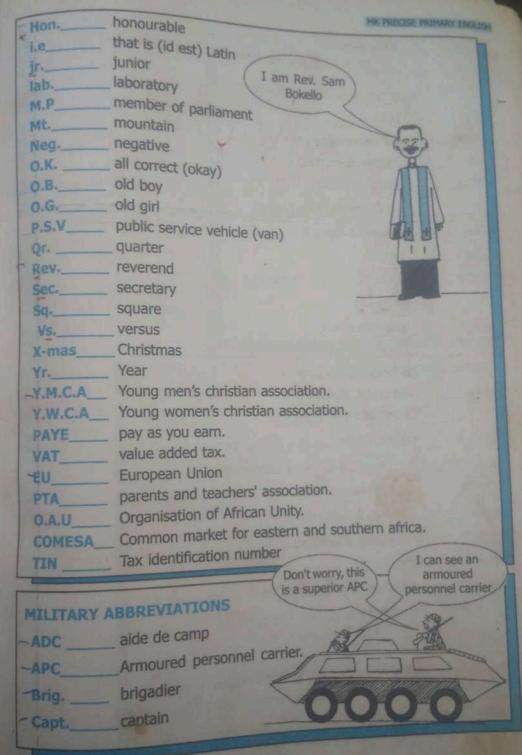
e.t.c et cetera (and so on) and many other

figure

Federation of International Football Association

GMT Greenwich Mean Time.

Gov't. Government





colonel general

general purpose machine-gun

corporal

light machine-gun

leutenant

-Maj. major

non commissioned officer

- O.C officer in charge

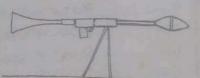
Pte private

rocket propelled grenade

sergeant

sub machine gun

RPG



A rocket propelled grenade

LOCAL ABBREVIATIONS

A.G Attorney General

C.A.A. Civil Aviation Authority

C.D.A Coffee Development Authority

Cotton Development Organisation

Conservative Party.

Central Broadcasting Service

C.A.O Chief Administrative Officer

Democratic Party.

Federation of Uganda Football Association

National Council of Sports

Local Council L.C

Inspector General of Government

National Agricultural Research Organisation.

Poverty Alleviation Programme

MK PRECISE PRIMARY ENGLISH

URA Uganda Revenue Authority UHRC Uganda Human	
	10 00 -000
NCC National Council for Children. TASO The Aids San The	Niemon.
TASO The Aids Support Organisation RDC Resident Dicks of Children.	20.00
RDC Resident District Commissioner	
UWESO Uganda Women's Effort to Save Orph	nans
NRM National Resistance Movement	boago
P.L.E Primary Leaving Examination	
P.S. Permanent Secretary	The same of the last
VOT Voice Of Toro	
U.P.E Universal Primary Education.	
Internal Security Organisation.	
ESO External Security Organisation.	
NEMA National Environment Management	Authority
UNEB Uganda National Examination Board	
- UMA Uganda Manufacturers' Association	1000 - 200

METRIC ABBREVIATIONS

cm _____ centimetre
g _____ gramme
kg _____ kilogramme
L _____ litre
m _____ metre
mm _____ milimetre

DAYS OF THE WEEK

Sun. Sunday

Mon. Monday

Tue. Tuesday

Wed. Wednesday

Thu. Thursday

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MK PRECISE PRIMARY ENGLISH ought not oughtn't that is___ that's po not ___ don't there is__there's Would not __wouldn't they will__they'll Should not_shouldn't we have __we've O'er_____ over You will__you'll O'clock____ of the clock You are you're Where're__wherever Let us___let's All is **PUPIL'S TASK 63** Abbreviate the following words. Thursday a) August b) Mistress trac-Limited d) Gentlemen e) Afternoon f) Please turn over: Road h) By way of That is Write the following in full. U.N.E.B a) M.P B.C d) 217

amazement_wonde affectionate loving accused___blamed abandon leave
abundant plenty Yes we meants
acute sharp are allies friends I WORDS WITH SIMILAR MEANING 25. The wizard spoke to the Patron. 24. Our governor is a hero. 23. The bride was late. 22. The instructor was an actor. 21. The cow attacked the boy. Change all masculines nons into feminine nouns. 20. I don't have brothers-19. We have a female head teacher. 18. It was eaten by a lion. 17. That book has no author ! 16. He is a bachelor 15. How many princesses has the king got? 14. We lack a poet like Okot. 13. He was a nice Emperor. 12. That girl's mother is a giant 11. Oboth cheated his nightew-10. Handworking pupils are good to sit next to. friend help modern maximum_ most just minimum___ least marsh iean join dulems honest _unite thin insane

semble_ gather

_ surprise

odour ___ smell necessary __ essential narrate _____ tell

new

