

Name \_\_\_\_\_

## Unit 6 CAPITALIZATION, PUNCTUATION, AND SPELLING

### Lesson 44: Abbreviations (pp. 200–203)

#### Remember

An **abbreviation** is a short way of writing a word. Many abbreviations begin with a capital letter and end with a period.

Read each item below. Follow the directions in parentheses to change it. Use capital letters and periods correctly.

1. Post Office Box 608

\_\_\_\_\_  
(Use an abbreviation.)

2. Doctor Fern Saunders

\_\_\_\_\_  
(Use an abbreviation.)

3. 14 Bridge Street

\_\_\_\_\_  
(Use an abbreviation.)

4. Friday, August 16

\_\_\_\_\_  
(Use two abbreviations.)

5. Fresno, California 93703

\_\_\_\_\_  
(Use an abbreviation.)

6. Closed: Sunday and Monday

\_\_\_\_\_  
(Use two abbreviations.)

7. Kennedy Boulevard

\_\_\_\_\_  
(Use an abbreviation.)

8. Mr. Edward Thomas North

\_\_\_\_\_  
(Change the middle name to an initial.)

9. Ms. Roberta Adele Rivera

\_\_\_\_\_  
(Change the first and middle names to initials.)

10. Birmingham, Alabama 35204

\_\_\_\_\_  
(Use an abbreviation.)