

Name _____

Abbreviations

An **abbreviation** is a shortened form of a word. Many abbreviations begin with a capital letter and end with a period.

- Some titles used for names of people are abbreviations. For example, *Dr.* is the abbreviation for *Doctor*. The title *Miss* is not abbreviated.

Mr. Don Lee Chang Ms. Lucy Ruiz Mrs. Maya Levin

- An **initial** is the first letter of a name. It is written with a capital letter and is followed by a period.

Mr. Don L. Chang L. T. Ruiz M. E. Levin

- The names of days and months can be abbreviated. *May*, *June*, and *July* are not abbreviated.

Days of the Week

Sun. Mon. Tues. Wed. Thurs. Fri. Sat.

Months of the Year

Jan. Feb. Mar. Apr. Aug. Sept. Oct. Nov. Dec.

Directions Write each abbreviation. Be sure to capitalize letters and use periods correctly.

1. Mrs W. Wenders Mrs. W. Wenders

2. j r Burton J. R. Burton

3. sat, aug 4 Sat., Aug. 4

4. ms T j. Matthews Ms. T. J. Matthews

Directions Some abbreviations can be used in sentences. Find the word that can be abbreviated in the sentence below. Write the sentence with the abbreviation.

5. Mister Alexis got a pet bird when he moved to this country.

Mr. Alexis got a pet bird when he moved to this country.



Home Activity Your child learned about abbreviations. Look through the mail with your child. Have him or her identify abbreviations used for people's names and titles.