


Lesson

8 Punctuation: Abbreviations

 Did you know that "scuba" is an abbreviation for "self-contained underwater breathing apparatus"? Abbreviations can really be lifesavers sometimes!

Did You Know?

Not all abbreviations use periods. If you are not sure, check a dictionary.

Abbreviated words in addresses are usually followed by a period.

St. Apt. Blvd.

The two-letter abbreviations of names of states do not need a period. Abbreviated names of countries usually need periods.

NE (Nebraska) G.B. (Great Britain)
USA or U.S.A. Can. (Canada)

Units of measurement are often abbreviated. Abbreviations of metric units are not followed by a period. The abbreviation for *inch* is the only unit of measurement followed by a period.

in. gal km cm

Some abbreviations, such as *scuba*, are so common they are used as words. No periods are needed.

NASA (National Aeronautics and Space Administration)
radar (radio detecting and ranging)

Show What You Know

Draw a line from the word to the correct abbreviation.

meter	ft
foot	NATO
Avenue	m
Puerto Rico	AK
Post Office	PR
North Atlantic Treaty Organization	Ave.
Arkansas	P.O.

Score: _____ Total Possible: 7

Proofread

There are four mistakes in period placement on the envelope below. If a period is needed, add it and circle it. If a period needs to be removed, draw a delete line through it.

Example: Mr. Holy Smokes
29 Yikes St.
Wow, MA

Mindy Carter 8769 Seaspray Rd Deane, OR. 98760	Mrs Mollie Carter 99 Rocky Blvd. Spinnaker, N.M 87656
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Practice

Write three sentences to describe the people in the picture. Tell what they are doing, where you imagine they are from, and how they are different from one another. Use at least three abbreviations.



Tips for Your Own Writing: Proofreading

Choose a piece of your own writing. Scan for abbreviations and make sure you have periods where needed. Check a dictionary if you are unsure.

 *An abbreviation ends in a period to show that the word was stopped short!*