

# Capitalization

## TEAS English Review

Smart Edition

Nursing

1. Geographic locations and event names
2. Organizations and publication titles
3. Individual names and professional titles
4. Months, days, and holidays

North, east, south, and west are not **capitalized** unless they relate to a **definite region**.

- Go north on I-5 for 200 miles.

- The West Coast has nice weather.

Words like northern, southern, eastern, and western are also not **capitalized** unless they describe **people or the cultural and political activities of people**.

- There is nothing interesting to see in eastern Colorado.

- Midwesterners are known for being extremely nice.

- The Western states almost always vote Democratic.

These words are not **capitalized** when placed before a name or region unless it is part of the **official name**.

- She lives in southern Kansas.

- I loved visiting Northern Ireland.

**Continents, countries, states, cities, and towns** need to be **capitalized**.\*

- Australia has a lot of scary animals.
- Not many people live in Antarctica.
- Albany is the capital of New York.

*\*Inside place names, prepositions/articles/conjunctions with four letters or fewer are lowercase: United States of America*

**Historical events** should be **capitalized** to separate the specific from the general.

- The bubonic plague in the Middle Ages killed a large portion of the population in Europe.
- The Great Depression took place in the early 1930s.
- We are living in the twenty-first century.

The **names of national organizations** need to be **capitalized**. Short prepositions, articles, and conjunctions within the title are not **capitalized** unless they are the first word.

- The National American Woman Suffrage Association was essential in passing the Nineteenth Amendment.
- The House of Representatives is one part of Congress.
- The National Football League consists of thirty-two teams.

The titles of **books, chapters, articles, poems, newspapers, and other publications** should be **capitalized**.

- Her favorite book is *A Wrinkle in Time*.
- I do the crossword in *The New York Times* every Sunday.
- *The Jabberwocky* by Lewis Carroll has many silly-sounding words.

**People's names** as well as their **familial relationship titles** need to be **capitalized**.

- Barack Obama was our first African-American president.
- Uncle Joe brought the steaks for our Memorial Day grill.
- Aunt Sarah lives in California, but my other aunt lives in Florida.

**Professional titles** need to be **capitalized** when they precede a name, or as a direct address. If it is after a name or is used generally, titles do not need to be **capitalized**.

- Governor Hochul is trying to modernize the subway system in New York.
- Kathy Hochul is the governor of New York.
- A governor runs the state. A president runs the country.
- Thank you for the recommendation, Mr. President.
- I need to see Doctor Smith.
- I need to see a doctor.

**Capitalize the title of high-ranking government officials** when an individual is referred to.

- The Secretary of State travels all over the world.
- The Vice President joined the meeting.  
With **compound titles**, the prefixes or suffixes do not need to be **capitalized**.
- George W. Bush is the ex-President of the United States.

**Capitalize all months of the year** (January, February, March, April, May, June, July, August, September, October, November, December) and **days of the week** (Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday).

- Her birthday is in November.
- People graduate from college in May or June.
- Saturdays and Sundays are supposed to be fun and relaxing.

**Holidays** are also **capitalized**.

- Most kids' favorite holiday is Christmas.
- The new school year usually starts after Labor Day.
- It is nice to go to the beach over Memorial Day weekend.

The **seasons** are NOT **capitalized**.

- It gets too hot in the summer and too cold in the winter.
- The flowers and trees bloom so beautifully in the spring.



- Only capitalize directional words like north, south, east, and west when they describe a definite region, people, and their political and cultural activities, or when it is part of the official name.
- Historical periods and events are capitalized to represent their importance and specificity.
- Every word except short prepositions, conjunctions, and articles in the names of national organizations are capitalized.
- The titles of publications follow the same rules as organizations.
- The names of individual people need to be capitalized.
- Professional titles are capitalized if they precede a name or are used as a direct address.
- All months of the year, days of the week, and holidays are capitalized.
- Seasons are not capitalized.