Capitalization

The following words/phrases should always be capitalized.

- The first word in a sentence
  Ex: *Capital letters begin sentences.*

- The pronoun "I"
  Ex: *Really, I have no idea.*

- Major words in titles (excluding articles, short prepositions, and conjunctions)
  Ex: *Gone With the Wind*

- Names of specific courses
  Ex: *Shelly is taking Math 1302 this semester.*

- All proper nouns and adjectives formed from proper nouns.
  Ex: *Dallas, Dallasite*

- Names of deities, names of religions, and titles of divine books
  Ex: *God, the Koran*

- Titles of relatives, only when used with a name
  Ex: *Check with Aunt Mary. Nancy loves her aunt.*

- Days of the week, months of the year, and official holidays
  Ex: *Tuesday, June, Easter*

- Names of places, but not directions
  Ex: *Europe, the Atlantic Ocean...
  Texas is in the South. Texas is south of Oklahoma.*

- Names of buildings
  Ex: *the Pentagon, the Palace Theatre*

- Names of organizations
  Ex: *The Junior Chamber of Commerce, the Peace Corps*

- Names of historical events and documents
  Ex: *World War II, the Middle Ages, the Bill of Rights*

- Brand names, but not product names
  Ex: *a Ford car, Little Debbie snack cakes*

- The first word of an outline heading
  Ex: *I. The importance of capitals*

- Abbreviations for whole words or phrases that would be capitalized if spelled out
  Ex: *the UN, Oct., USA*