

## PUNCTUATION!

CAPITAL LETTERS are used for these purposes:

- (1) as the first letter of a sentence

Have a nice day.

- (2) for the personal pronoun 'I'

Last night I went to the cinema.

- (3) at the beginning of a new piece of direct speech

The football captain shouted, 'We won!'

- (4) for the names of

people: David Smith

places: St. Albans

books, plays, films, TV programmes: Harry Potter

days of the week: Monday

months of the year: August

planets and stars: Jupiter

- (5) for the first letter of titles of

people: Sir Alan Sugar

Prime Minister

organisations: Cancer Research Campaign

- (6) for initials and abbreviations

A. Thomson

NSPCC.



## PUNCTUATION!

Sentences need to end with . ? or !

Statements end with a full stop.

It is easy when you know how.

Questions end with a question mark.

Do you understand what I mean?

Exclamations (strong sentences) end with an exclamation mark.

Listen to me!