

<u>Cap rules checklist</u>	Do capitalize	Don't capitalize
Compass directions	geog. location (the West)	compass direction (go west)
School Subjects	languages, specific names w/ #s (Spanish, Language Arts 9)	general subjects (history, language arts)
Internet, Web	MLA does cap	
Time periods	days of week, months, holidays (Monday, Fourth of July)	seasons (winter) centuries (20 th century)
Professional titles (doctor, reverend)	when w/ proper name (Rabbi Miller, Judge Judy)	when no name w/ it the rabbi, the judge
	<i>*Optional Rule</i> ✨ <i>President, Vice President, Chief Justice</i> are ok to capitalize at all times, even when used with <i>the</i> or <i>our</i> .	
Family names (uncle, mom, dad)	if could replace w/ proper name (Give it to Dad.)	if used with <i>the, my, our, his,</i> etc. (Give it to my dad.)
Geographic designations (road, river, route)	if accompanied by proper name (Chester Road, Route 320)	if used alone or w/ plural (the road, the route)
Religions & religious texts	yes (the Bible, the Torah, the Qur'an)	
References to <i>God/ gods</i>	yes – modern	no, if mythology
Planets	yes, but there is inconsistency with <i>sun & moon & earth</i> (See WG 20)	
Group	only if proper name unique to group (Anime Club/ Republicans)	not if whole class (the freshmen)

ALSO REVIEW AND MASTER RULES at pages 19-21 of the SHHS Handbook (the Blue Book) and Evergreen 438-439.

