

# 4<sup>th</sup> Grade Conventions

*New 4<sup>th</sup>  
grade  
skills are  
italicized*

## CAPITALIZATION

I

Beginning of a sentence

Proper Nouns (names of):

people, holidays, cities, states, oceans, continents, titles,  
days of the week, months of the year, *specific places*,  
*nationalities, businesses*

*Abbreviations: Initials (C.R.S.)*

*First word in direct quotation for dialogue ("Sit down," said Mary.)*

## PUNCTUATION

- **Period**

end of a sentence, abbreviations (St. for street), titles (Dr.)

?

- **Question Mark**

!

- **Exclamation Mark**

,

- **Comma**

dates (July 8, 2006)

in a series (dogs, cats, and birds)

closings in letters (Sincerely,)

*quotation ("Sit down," said Mary.)*

addresses (Milton, WI)

greetings in letters (Dear Tim,)

in direct address (Bob, how are you?)

*introductory words (Yes, I will help.)*

:

- **Colon**

hours:minutes      2:15

“ ”

- **Quotation Marks**

dialogue (Mary said, "Sit Fido.")

*titles (short poems, songs, chapters, articles), direct quotes*

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- **Apostrophe**

regular possession (dog's tail, brother's arm, mom's shirt)

*irregular possession (the ladies' room, Kris' class)*

**Underlining or *Italics* (word processing)**

titles of books, plays, movies

For 3 in  
conventions,  
edit your work  
for all of the  
above.