

Name: \_\_\_\_\_

Date: \_\_\_\_\_

## Capitalization Of The Words I And O And Other Words:

Capitalization rules are the guidelines for using upper case letters in the written word. Capitalize the first letter of every sentence; every line of poetry; proper names of persons, places, days; titles of religion, honor or distinction; words of nationality; most words derived from proper names; the letters I and O when used as words; and sometimes other special words or emphatic words, phrases, and clauses. Do not capitalize yes, no, oh, good-bye, good-morning, or amen unless they begin a sentence. Say it! Write it! Repeat it!

*O God, hear me.*

*O Lord, have mercy on us.*

*He and I read the book.*

*She and I enjoyed a sweet treat.*

*O, say, can you see the flag?*

*I came; I saw; I conquered.*

*Hear me, O, my friends.*

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*It is beautiful, oh so beautiful.*

*Oh! She has a most pleasant  
manner.*

*A true gentleman can say no  
courteously.*

*No, I do not want a second  
serving.*

*Tell her that yes is the answer.*

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*Yes, that is a good answer.*

*Let them know that I say  
good-bye.*

*He left the dock saying,*

*"Good-bye!"*

*Wish him a good-morning for  
me.*

*Good-morning, how are you  
today?*

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*He said the last amen.*

*Amen I say to you, they have  
received their reward.*