

# Capitalization Doesn't Get a Vacation

If you send and read e-mail or text messages, you might notice people trying to give capital letters a vacation. But capital letters don't get to take a break! Remember the rules below—no matter what technology you use!



**RULE 1:** The first word of a sentence is always capitalized.

**RULE 2:** The pronoun *I* is always capitalized.

**RULE 3:** Proper nouns are always capitalized.

**DIRECTIONS:** Use the SMART pen to fix capitalization errors in these e-mail messages. Use proper editing marks.

Example: my dog and i were running to the park.



To: Abigail

From: Kylie

Re: LaTonya's Party

mary and i are going to LaTonya's birthday party next week at kiddo playstation. can you go? i want to  
get her a really nice present. do you have any ideas? i know she likes horses and skateboarding.

write back soon!

To: Kylie

From: Abigail

Re: LaTonya's Party

i am definitely going to LaTonya's party. i can't wait! i saw a book about skateboarding in a  
bookstore called the reading nook on maple street. i think the title was a *skater's life*. let me  
know and i'll ask my mom to pick it up for us.