

## Grammar, Usage, and Mechanics Worksheet #76

---

### **FOCUS**      Periods with Abbreviations / Initials / Acronyms

Use **periods** for abbreviations, initials, and acronyms.

### **CONNECT TO WRITING**

Periods have a variety of uses other than ending sentences.

- Use periods in abbreviations. Avoid using abbreviations in formal essay writing.  
**Examples:** The U.S. Constitution, 300 B.C.
- Use periods for initials, names, and titles  
**Example:** Mr. R.J. Jenkins, Jr.
- Use periods in most acronyms. Acronyms are words formed from the first letters or groups of letters of words. Acronyms are pronounced as words. It is becoming common practice to drop periods in well-known acronyms.  
**Examples:** Do you know your Z.I.P. code? ZIP code

### **PRACTICE**

Fill in the blanks with the correct initials, abbreviations, or acronyms.

1. The abbreviation for time Before Christ is written as \_\_\_\_\_.
2. The time after noon is called Post Meridian and is written as \_\_\_\_\_.
3. Additional information at a letter's end is called a postscript and is written as \_\_\_\_\_.
4. The National Aeronautics and Space Administration is an acronym known as \_\_\_\_\_.
5. \_\_\_\_\_ divers use a self-contained **underwater breathing apparatus**.
6. When Ms. Bean married Mr. Jones, she took on his last name and became \_\_\_\_\_ Jones.
7. The abbreviation for *exempli gratia* is \_\_\_\_\_, which means *for example*.
8. The abbreviation for *et cetera* is \_\_\_\_\_, which means *and so forth*.
9. Five and one-half written as a decimal would be \_\_\_\_\_.

### **WRITE**

Write your own sentence with an abbreviation, initials, and an acronym.

---

---

## **Grammar, Usage, and Mechanics Worksheet Answers**

### **Grammar, Usage, and Mechanics Worksheet #76 Practice Answers**

1. B.C.
2. p.m.
3. P.S.
4. N.A.S.A.
5. S.C.U.B.A.
6. Mrs.
7. e.g.
8. etc.
9. 5.5

### **Grammar, Usage, and Mechanics Worksheet #77 Practice Answers**

1. Run! Don't walk.
2. She helps a lot. What a treasure!
3. He is very talented. Such amazing creativity!
4. How shocked he was! I guess he didn't know.
5. What excitement! If you don't like that, you don't like N.B.A. basketball.
6. Did he do it? I can't believe it!
7. How surprising! When did Tom find out?
8. And no one knew about it. How crazy!
9. Stop in the name of the law! You have the right to remain silent.
10. How awful! No one has the right to act that way.
11. He came out of retirement to play one more year. Imagine that!