

A PROPER DIPHTHONG is that in which *both* vowels are sounded ; as in the above example, *voice*.

AN IMPROPER DIPHTHONG is that in which only one of the vowels is sounded ; as *oa* in *boat*.

A TRIPHTHONG (from the Greek *treis*, three, and *phthongos*, a sound,) is the union of *three* vowels in one sound ; as *eau* in *beau*.

CAPITALS.

LETTERS are either *large* or *small* ; the former are called *capitals*, (from the Latin *caput*, the head, because they bear a *head* above the other letters).

DIRECTIONS FOR USING CAPITALS.

1. The first word after a full stop, and after a note of interrogation or exclamation when it ends a sentence.
2. The first word of every quotation, example, or precept introduced in a direct form ; as, "Franklin says, '*Serve thyself*.'" "The motto was '*Death or Glory*.'"
 3. The first word of every book, tract, essay, &c., and of their great divisions into chapters, sections, paragraphs, and notes.
 4. The names of the Deity ; as, *God*, *Almighty*.
 5. Proper names ; as, *William*, *Dublin*, *Liffey*, &c.
 6. Titles of books and publications ; as, *Homer*, "*The Evening Mail*," &c.
 7. Inscriptions, title-pages, &c.
 8. Adjectives derived from proper names of places and men ; as, "*The Lutheran doctrines*," (from *Luther*), "*English*," (from *England*).
 9. The first word of every line of poetry.
 10. The name of an object personified ; as "The night draws nigh ; where now, *O Day*, has fled thy *Sun*."
 11. The pronoun *I*, and the interjection *O*, also ; *He*, *His*, *Him*, when applied to Deity, or used emphatically.