

served in using capitals.

First—Capitalize the letter, I, when it stands for the person writing; as, Then I saw I was saved.

Second—All names of places and persons should begin with capitals; as, Sir John Ross, Chicago, Long Island Sound, Hudson Bay Territory.

Third—Names of religious denominations, political parties, social and fraternal organizations, companies, months of the year, days of the week and important events and days should begin with capitals; as, Roman Catholics, Quakers, Methodists, Republican, Conservative, Democrat, Reformer, Equal Rights, Social Club, Macanley Club, Whist Club, Ladies' Aid Society, Young Men's Liberal Association, Free and Accepted Masons, Royal Templars, Licensed Victuallers, Phoenix Life Insurance Company, Tilbury Dredging Company, July, December, Tuesday, Thursday, Constitutional Act, Declaration of Independence, All Saint's Day, Decoration Day, Thanksgiving Day.

Fourth—The first word of every sentence and the first word of each line of poetry should begin with a capital.

Fifth—A quoted sentence, that is a borrowed sentence, should begin with a capital. Such sentences should be enclosed in quotation marks, as, He said, "Where are we now?"

Sixth—Every important word in a title, or group of words used as a name, should begin with a capital; as Practical Bee-Keeper, Bay of Fundy, Gulf of Mexico, Opening a Chestnut Burr, Vice-President.

Seventh—All words standing for the Deity should begin with a capital; as, God, Saviour, Supreme Being, Creator of the Universe, Grand Geometrician.

Eighth—Names of peoples and languages, should begin with capitals; as Canadian, German, Scotch, Irish, American, Russian.

Ninth—Each article mentioned in an account, and the principal words of

advertisements should begin with capitals. The words North, East, West and South when they refer to portions of country should begin with capitals; as, The North West Territory, The South is a Democrat stronghold.

Periods should be placed after the initial or first letters of the name of a person or place. Every sentence that does not ask a question, or make an exclamation, ends with a period. Every sentence that asks a question, ends with an interrogation, or question mark; as "who are you?" Every sentence making an exclamation, or expressing a strong wish, wonder, emotion or passion, ends with an exclamation mark; as, "O John how you look!" Would that he were dead!

The following exercises will give a good drill on capitals, periods, exclamation and interrogation:—

1. Correct the following where necessary: tuesday will be easter sunday, uncle john ross went to new brunswick in march? The gulf of mexico is south of united states. scotland sometimes called scotia is the home of sir george ross. the japanese defeated the chinese at the battle of lun tung. the phoenix fire insurance company built a new office in toronto. the caspian sea has no outlet. the globe printing co. held a meeting last wednesday, emancipation day. decoration day and labor day are public holidays. the grand trunk and Canadian pacific railways both enter halifax nova scotia. the vice president of switzerland and the king of holland spent march and april reading lamb's tales of shakespeare. who said that france helped the south in the war of secession. o give a drink of water or i will die. is there no joshua to lead our party to success said james grant of comber, Ontario. robert c. adams of canton o went to the city of wheezing w v.

Have you placed your order for actions. See "A Snap," page 52.