Lesson 12

USEFUL ABBREVIATIONS

Sometimes you don't have much room to write an address. Abbreviations can help. You have learned how to abbreviate states. You can also abbreviate streets.

Read each word below. Look for its abbreviation in the list at the left. Write the abbreviation after the word.

1. Court _____
2. Lane _____
3. East _____
4. Avenue _____
5. Circle _____
6. Boulevard _____
7. Terrace _____
8. North _____
9. Drive _____
10. South _____
11. Place _____
12. West _____
13. Street _____

Address Abbreviations

Avenue	Ave.
Boulevard	Blvd.
Circle	Cir.
Court	Ct.
Drive	Dr.
East	E.
Lane	Ln.
North	N.
Place	Pl.
South	S.
Street	St.
Terrace	Ter.
West	W.

Now rewrite the addresses below using the proper abbreviations. Check your answers below at the bottom of the page.

14. 110 Damon Lane

_____

15. 524 Larsen Boulevard

_____

16. 312 Baxter Circle

_____

17. 946 South Main Street

_____

Answers: 14. 110 Damon Ln. 15. 524 Larsen Blvd. 16. 312 Baxter Cir. 17. 946 S. Main St.

Shortening Dates

You can also abbreviate the months of the year. Just use the first letters of the month, as shown in the chart, and add a period. (Usually, we do not abbreviate May, June, and July.)

Write the abbreviations for the months below. Be sure the abbreviations start with capital letters.

1. February _____
2. January _____
3. August _____
4. November _____
5. December _____
6. October _____
7. September _____

Abbreviations for Months of the Year

January	Jan.
February	Feb.
March	Mar.
April	Apr.
August	Aug.
September	Sept.
October	Oct.
November	Nov.
December	Dec.

Another way to shorten dates is to use numbers only. For example, January 3, 1987, may be written this way:

1/3/87

What do you think the first number stands for?

_____

It stands for the month of January, the first month of the year.

What do you think the second number stands for?

_____

It stands for the day of the month.

What do you think the third number stands for?

_____

It stands for the year.

Use numbers to write the following dates. Check your answers at the bottom of the page.

8. March 12, 1989 ____ / ____ / ____
9. June 24, 1988 ____ / ____ / ____
10. October 6, 1990 ____ / ____ / ____
11. December 11, 1991 ____ / ____ / ____

Answers: 8. 3/12/89 9. 6/24/88 10. 10/6/90 11. 12/11/91