

**Uses of Capital Letters:**

1. At the beginning of a sentence

**Examples:**

- ✓ **The** box is red.
- ✓ **Mom** loves me a lot.

2. The pronoun "I"

- ✓ **I** read in class 2.
- ✓ Mom and **I** went to the park.

3. Months and Days of the year

- ✓ The first month of the year is **January**.
- ✓ Today is **Thursday**.

4. Names of people

- ✓ My name is **Israt Jahan**.
- ✓ **Jany** is my best friend.

5. Name of the places and countries

- ✓ I live in **Dhaka, Bangladesh**.
- ✓ He lives in **Nepal**.
- ✓ Yesterday I went to **National Zoo**.

6. Name of the languages

- ✓ **Bangla** is my mother tongue.
- ✓ I can speak **English**.
- ✓ He speaks **Hindi**.

7. Titles /Name of poem, story, movie etc.

- ✓ I like the poem **Bear in There** [name of a poem]
- ✓ **The Wise King** is nice story. [name of a story]
- ✓ I like the movie **Frozen**. [name of a movie]

8. Name of the Newspaper

- ✓ I read the **Daily Star** every day.
- ✓ I read the **Daily Prothom Alo**.

9. Religious Terms/ Books

- ✓ I am fine by the grace of **God/ Allah**.
- ✓ I read **Quran/ Bible/ Gita** every day.
- ✓ I am a **Muslim/ Hindu/ Buddhist/ Christian**.

10. Festivals and Holidays

- ✓ 25 December is the **Christmas Day**.
- ✓ **Eid** is the biggest festival of Muslims.
- ✓ 26 March is our **Independence Day**.

**Exercise**

- 1. Underline the words that start with capital letter in the poem.**

**At the Seaside****Robert Louis Stevenson**

When I was down beside the sea  
A wooden spade they gave to me  
To dig the sandy shore.  
My holes were empty like a cup,  
In every hole the sea came up,  
Till it could come no more.

- 2. Rewrite the following sentences using capital letters wherever necessary.**

- a. rakib is playing in the field.
- b. she lives at dhaka.
- c. last year i visited japan.
- d. my father will come on tuesday.
- e. oh god! Please, help me.
- f. quran is the holy book of muslims.
- g. 16 december is our victory day.
- h. pahela boishakh is the bengali new year.
- i. can you speak arabic?
- j. my dad reads the daily sun newspaper every day.
- k. bear in there is an interesting poem.
- l. kazi nazrul islam is our national poet.

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