Capitalization of Names, Institutions, and Locations

1. Focus

Explain Capitalization of Names, Institutions, and Geographical Locations

Say: Names of people, places, and institutions (such as museums and schools) are called proper nouns. Proper nouns should be capitalized. When we are writing persuasive letters, it’s important that we remember to capitalize names of people such as Mr. Wagner or Mary, names of institutions such as Center Valley School or Mesa Art Museum, and names of places such as City Park or the Grand Canyon. I’ll record these examples on a chart.

Display the following chart on chart paper or use the interactive whiteboard resources.

<table>
<thead>
<tr>
<th>Names of People</th>
<th>Names of Institutions</th>
<th>Names of Locations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Wagner</td>
<td>Center Valley School</td>
<td>City Park</td>
</tr>
<tr>
<td>Mary</td>
<td>Mesa Art Museum</td>
<td>Grand Canyon</td>
</tr>
</tbody>
</table>

Example Capitalization Chart

Model Capitalizing Names, Institutions, and Geographical Locations

Display the practice text from “Clean Up City Park!” on chart paper or use the interactive whiteboard resources.

1. Spring is here, Mr. Mayor.
2. Have you gone to City Park lately?

Modeling Text

After sentence 1. Say: In the first sentence, I see that the words Mr. Mayor are capitalized. A mayor is the leader of a city, so he is addressed as the mayor and his title is capitalized. We always capitalize the shortened word Mr. (for Mister) when we refer to a person.

After sentence 2. Say: The second sentence has the words City Park capitalized. City Park is the name of a specific location, so it needs to be capitalized.

Objectives

In this mini-lesson, students will:

• Identify proper nouns that name people, institutions, or geographical locations.
• Capitalize proper nouns.

Preparation

Materials Needed

• Chart paper and markers
• Capitalization of Names, Institutions, and Geographical Locations (BLM 10)
• Interactive whiteboard resources

Advanced Preparation

If you will not be using the interactive whiteboard resources, copy the Capitalization chart, modeling text, and practice text (with errors) onto chart paper prior to the mini-lesson.
2. Rehearse

Practice Capitalizing Names, Institutions, and Geographical Locations

Display the practice text (with errors) on chart paper or use the interactive whiteboard resources.

Ask students to work with a partner to read each sentence and determine which names, institutions, and locations should be capitalized.

If your class includes English learners or other students who need support, use “Strategies to Support ELs.”

My father told me that he used to swim in City Lake.
We saw them last Sunday.
Last week, James Bolton wrote a letter to the mayor.
James sent his letter to the Sunnyville Daily News.

Practice Text

Share Capitalization of Names, Institutions, and Geographical Locations

Invite students to share which words need to be capitalized. Discuss their responses by asking the following questions:

- Which words did you capitalize in the sentence?
- Which words were names of people? Which were institutions? Which were places?

3. Independent Writing and Conferring

Say: We learned that as we are writing, we need to make sure that we capitalize proper nouns. Proper nouns name people, institutions, or locations. It is especially important to capitalize names and places in persuasive letters because these letters are often addressed to people and often discuss places and people.

If you would like to give students additional practice recognizing and using capitalization of names, institutions, and geographical locations, ask them to complete BLM 10.

4. Share

Bring students together. Invite volunteers to tell the corrections they made in BLM 10. Provide feedback as necessary.

Strategies to Support ELs

Beginning

Help beginning ELs recognize when words are proper nouns that name a person or thing, an institution, or a location. Make a list of familiar proper nouns with students and identify and circle the capital letters in each one. Use the names of people, places, and buildings within students’ classroom, community, and city.

Intermediate and Advanced

Pair ELs with fluent English speakers to identify proper nouns. Make sure students understand the words in the sentences.

All Levels

If you have ELs whose first language is Spanish, share these English/Spanish cognates: capitalization/la capitalización; geographical/geográfico(a); institution/la institución; name/el nombre.