



# ABBREVIATIONS

Abbreviations in a formal language.

Abbreviations in an informal language.

# KINDS OF ABBREVIATIONS

**Acronym** – This forms a word using the initial parts or first letters of a name. For example, ABBA, MADD, and OPEC are all acronyms that take the first letter from each word to form a new word. Lesser known acronyms include scuba and laser. The latter examples show that not all acronyms have to be capitalized.

**Initialism** – Also called alphabetism, this is a group of letters, each pronounced separately, used as an abbreviation for a name or expression. Examples include: CD, TV, and UK.

**Truncation** – This type of abbreviation consists only of the first part of a word. These are most often used when referring to proper titles such as months of the year or days of the week, e.g., Mon., Fri., Apr., Oct.

**Clipped** – Similar to truncation in that you are using a part of the word to form the abbreviation, but in this case you're using either the middle or end. Common clipped abbreviations include phone (telephone) and fridge (refrigerator).

**Aphesis** – In this case, you have dropped the unstressed vowel at the beginning of the word. These are often unintentional and casually spoken versions of the words. Perhaps the best example is 'cause instead of because.

**Portmanteau** – The blending of two or more words will give you a portmanteau. Some include liger (lion and tiger), spork (spoon and fork), skort (shorts and skirt), and brinner (breakfast and dinner).

# GENERAL ABBREVIATIONS.

Mr. - Mister

Mrs. - Mistress

Dr. - Doctor

Jr. - Junior

Sr. - Senior

Capt. - Captain

Comdr. - Commander

Col. - Colonel

Gen.- General

Hon. - the Honorable

Lt. - Lieutenant

Rev. - the Reverend

# GENERAL ABBREVIATIONS.

## Months of the Year.

Jan. - January

Feb. - February

Mar. - March

Apr. - April

Aug. - August

Sept. - September

Oct. - October

Nov. - November

Dec. - December

## Days of the Week.

Mon. - Monday

Tues. - Tuesday

Wed. - Wednesday

Thurs. - Thursday

Fri. - Friday

Sat. - Saturday

Sun. - Sunday

# TYPES OF MEASUREMENTS.

## Weight and Volume.

gal. - gallon

lb - pound

oz - ounce

pt - pint

qt - quart

wt. - weight

vol. - volume

## Time.

hr - hour

min - minute

sec - second

# TYPES OF MEASUREMENTS.

## Length - US / UK.

in. - inch

ft - foot

mi - mile

yd - yard

## Measures in Metrics.

kg - kilogram

km - kilometer

m - meter

mg - milligram

mm - millimeter

MPH - Miles per hour

RPM - Revolutions per minute

Btu - British thermal units

F - Fahrenheit

C - Celsius

# **SMS, TEXTING, CHAT.**

Many abbreviations are used online and in our daily lives with smart phones, chat rooms, etc. Here are a few, but follow the links for a complete list in alphabetical order.



# INFORMAL ABBREVIATIONS.

**#1** - number one! = *The best person*

**1 4 THE ROAD** - one for the road = *A drink before you go*

**10Q** - Thank You

**1DAY** - One day = *At some time in the future*

**1ON1** - One on one = *In person*

**2** - To/Two/Too

**2bctnd** - To be continued = *We'll talk about it later*

**2d4-** To die for = *To like / love something very much*

**4yeo** - For your eyes only = *Only for you to read*

**7K** - Sick = *Not feeling well OR something that is very strange*

**2DAY-** Today

**2g4u** - Too good for you = *The person is not a good match for you romantically, usually used as an insult*

**218** - Too late = *The time is too late, missed opportunity*

**2MORO** - Tomorrow

**2NITE** - Tonight

**2WIMC** - To whom it may concern = *Formal greeting*

**3sum** - Threesome = *Three people together*

**4gv** - Forgive = *Forgive someone*

**4gvn** - Forgiven = *Usually used when someone forgives you for something you have done*