

Capitalization

The following are based upon *the Publication Manual of the American Psychological Association* (2010).

Capitalize the following:

- The first word of every new sentence
- The first word after a colon that begins a new sentence
- Major words in a title (conjunctions, articles, and short prepositions are not to be capitalized, but all words greater than or equal to four letters should be capitalized)
- Major words in table titles and legends
- Proper names (names of people, brands, locations, departments, etc.)

Exceptions to the rules:

- The rules for capitalizing a title differ for the reference list (ie. don't capitalize every word of a title in the reference list)