

Full stops and abbreviated words

Formal assessment task

Words can be abbreviated in many different ways.

Abbreviations	Any word that has been shortened is an abbreviated word. Full stops are only used when a shortened word does not end with the letter that ends the full length word. e.g. (example) Mon. (Monday)
Acronyms	Acronyms are made up of the first letters of a string of words. An acronym is pronounced as a word. AIDS (acquired immune deficiency syndrome) COP 17 (the 17th meeting of the Conference of the Parties)
Initialism	Initialisms are pronounced as letters. TV (television) ATM (automatic teller machine)
Truncated words	Truncated words are shortened words. fab (fabulous) doc (doctor)

1. Match each abbreviation used in the Juggling Club flyer (on the next page) with its full meanings.

FYI	(saturday)	
JC	for your information	
oct	also known as	
aka	years	
WAC	United Nations Educational, Scientific and Cultural Organisation	
sat	october	
UNESCO	Juggling Club	
yrs	Woodlands Arts centre	(8)

2. Sort these abbreviated words under the headings: acronyms, initialisms and truncated words. (8)

Total marks: 16