

2020 Missouri State University Agricultural
Communications CDEs Study Sheet for *The
Associated Press Stylebook*

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|---|-------------------------------|--|
| 1. abbreviations and acronyms | 34. corporation | 72. nationwide |
| 2. academic degrees | 35. county | 73. No. |
| 3. academic departments | 36. courtesy titles | 74. nonprofit |
| 4. accept, except | 37. dates | 75. numerals |
| 5. addresses | 38. days of the week | 76. OK |
| 6. affect, effect | 39. decades | 77. part time, part-time |
| 7. afterward | 40. dimensions | 78. percent |
| 8. ages | 41. doctor | 79. pickup, pick up |
| 9. all-terrain vehicle | 42. dollars | 80. plurals |
| 10. alumnus, alumni, alumna, alumnae | 43. doughnut | 81. possessives |
| 11. among, between | 44. email | 82. prefixes |
| 12. a.m., p.m. | 45. ensure, insure, assure | 83. president |
| 13. animals, especially breed names | 46. essential clauses | 84. principal, principle |
| 14. annual | 47. essential phrases | 85. seasons |
| 15. association | 48. every day, everyday | 86. state |
| 16. ATM | 49. farmworker | 87. state names |
| 17. backward | 50. faze, phase | 88. teen, teenager, teenage |
| 18. board of directors, board of trustees (lowercase except when part of a proper noun) | 51. fewer, less | 89. telephone numbers |
| 19. building | 52. firsthand | 90. temperatures |
| 20. bus, buses | 53. foot-and-mouth disease | 91. that, which |
| 21. capital, Capitol | 54. fractions | 92. their, there, they're |
| 22. capitalization | 55. full time, full-time | 93. times |
| 23. cellphone | 56. fundraising, fundraiser | 94. titles |
| 24. Christmas | 57. governor | 95. toward |
| 25. citywide | 58. grade, grader | 96. T-shirt |
| 26. co- | 59. highway designations | 97. U.S. |
| 27. committee | 60. homemade | 98. vice president |
| 28. company, companies | 61. horse races | 99. website |
| 29. complementary, complimentary | 62. internet | 100. weights |
| 30. composition titles | 63. it's, its | 101. years |
| 31. contractions | 64. judgment | 102. youth |
| 32. convention | 65. lake | 103. punctuation section topics (p. 426-437) |
| 33. cooperate, cooperative | 66. Lyme disease | a. apostrophe |
| | 67. midnight | b. colon |
| | 68. months | c. comma |
| | 69. mpg | d. dash |
| | 70. mph | e. hyphen |
| | 71. National FFA Organization | f. periods |
| | | g. question mark |
| | | h. quotation marks |
| | | i. semicolon |