Letter/number or Number/letter abbreviations

Rule VI §37. **Use of the Punctuation Indicator**: Subject to the provisions of **§38,** the punctuation indicator must be used *before* a punctuation mark and *after* any symbol of the type listed below. In all these circumstances, the mode of punctuation is considered to be mathematical.

viii. After a sequence of more than one letter in which each letter has a separate identity, provided that such a sequence is not an abbreviation.

ix. After an abbreviation made up of a combination of unspaced letters and numbers. The car was equipped with 4WD.

*(Renumber the subdivisions from **ix** on.)*

Rule VIII §50. **Capitalization with Abbreviations:**

a) In an abbreviation, whenever letters are capitalized in ink print, a single letter must be preceded by the single capitalization indicator, and a sequence of more than one letter must be preceded by the double capitalization indicator.

b) In an abbreviation which consists of a combination of unspaced numbers and letters, each letter of the abbreviation must be preceded by the single capitalization indicator.

MP3 player

QE2

Standard 4NS2

(NS means Number Sense)

Rule VIII --§52 **Punctuation with Abbreviations:**

a) Abbreviations must be punctuated in the literary mode, provided that the punctuation is at the same level as that abbreviation.

b) An abbreviation consisting of a combination of unspaced numbers and letters must be punctuated mathematically.

The 4GL was followed by efforts to define a 5GL. *(Fourth/fifth generation language)*

Most sales and marketing people work in B2B. *(business to business)*

She has a great job at 3M!