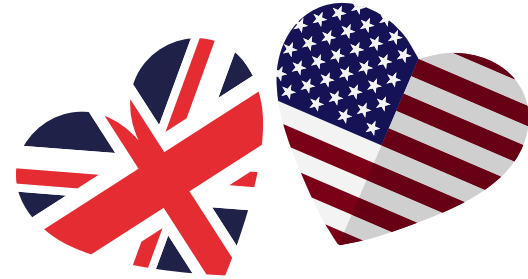
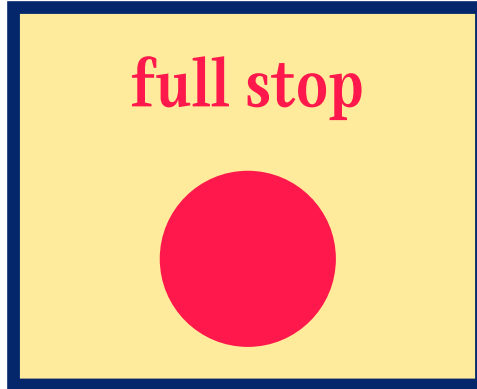


PUNCTUATION GUIDE



In American English full stop is called *period*.



- It's used at the end of sentences.
- If a sentence ends with an abbreviation, the period used for the abbreviation also serves as the period for the sentence.

He is the owner of this Ltd. NOT: He is the owner of this Ltd..



It's an issue only in American English because in British English we typically do not put a full stop after an abbreviation anyway.

- An indirect question ends with a full stop, not a question mark.
Direct question: What are you doing?
Indirect question: I'd like to know what you are doing tonight.
- If a sentence ends with quote, the full stop is placed outside the closing inverted comma if the full stop is not part of the original quotation.

Her friends all disappeared when she was 'in trouble'.



It's different in American English, because they would put the *period* inside the quotation, even if it's not part of it. Like this:

Her friends all disappeared when she was "in trouble."