

Periods

Rule 1. Use a period at the end of a complete sentence that is a statement.

Example: *I know him well.*

Rule 2. If the last item in the sentence is an abbreviation that ends in a period, do not follow it with another period.

Incorrect: *This is Alice Smith, M.D..*

Correct: *This is Alice Smith, M.D.*

Correct: *Please shop, cook, etc. We will do the laundry.*

Rule 3. Question marks and exclamation points replace and eliminate periods at the end of a sentence.