**Capitalization Rules**

**Sentences:** The first word in every sentence must be capitalized. Additionally, the first word in a document must be capitalized and any word following end punctuation.

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**Proper:** You should capitalize proper nouns and adjectives that come from proper nouns.

Ex: brand names, companies, historical episodes, schools, monuments, nicknames, planets, races, religions, streets and roads, art movements, names of gods, (see below), etc.

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**Names:** Names and titles/words when they stand in the place of names must be capitalized. Note that titles are not the same as occupations and you shouldn’t capitalize occupations before names (eg coach Biff Sykes). If the title replaces the first name, it is capitalized.

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**Formal:** You should capitalize a formal title when it is used as a direct address. (Captain, Doctor)

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**Family:** You should capitalize family (kinship names) when they immediately precede a personal name, or when they are used alone in place of a personal name.

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**Dates:** Days of the week, months of the year and holidays are capitalized. Seasons are not capitalized.

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**Regions:** Areas of the country are capitalized, but not directions or the points on a compass.

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**Titles:** The first word and all important words in the names or books, paintings and the like are capitalized.

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**Quotes:** Always capitalize the first word in a complete quotation, even midsentence.

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**Courses:** You capitalize the name or specific course titles, but not general academic subjects.

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Do Nots:

1. Do not capitalize ‘the’ before a proper noun unless it’s an inseparable part of something’s official title.
2. You don’t have to capitalize city, town, county, etc., if it comes before the proper name.
3. Do not capitalize the first item in a list that follows a colon.

http://www.grammarbook.com/punctuation/capital.asp