

Common Abbreviations

Acad.	Academy
alt.	altitude
Assn.	Association
at. no.	atomic number
at. wt.	atomic weight
Aug.	August
Ave.	Avenue
b.	born, born in
B.A.	Bachelor of Arts
b.p.	boiling point
C	Celsius (centigrade)
c.	<i>circa</i> [about]
cal	calorie(s)
cent.	century, centuries
cm	centimeter(s)
co.	county
Corp.	Corporation
cu	cubic
d.	died, died in
dept.	department
dist.	district
div.	division
Dr.	doctor
est.	established; estimated
et al.	<i>et alii</i> [and others]
F	Fahrenheit
Feb.	February
fl oz	fluid ounce(s)
ft	foot, feet
gal.	gallon(s)
GNP	gross national product
Gov.	governor
grad.	graduated
H	hour(s)
hr	hour(s)
i.e.	<i>id est</i> [that is]
in.	inch(es)
inc.	incorporated

Inst.	Institute, Institution
Jan.	January
Jr.	Junior
K	Kelvin
kg	kilogram(s)
km	kilometer(s)
lb	pound(s)
Ltd.	Limited
m	meter(s)
M	minute(s)
mg	milligram(s)
mi	mile(s)
min	minute(s)
mm	millimeter(s)
mph	miles per hour
mt.	Mount, Mountain
mts.	mountains
no.	number
Nov.	November
Oct.	October
oz	ounce(s)
pop.	population
pt.	part(s)
pt	pint(s)
pub.	published; publisher
qt	quart(s)
rev.	revised
rpm	revolution(s) per minute
S	second(s)
sec	second(s); secant
Sept.	September
Ser.	Series
sq	square
Univ.	University
vol.	volume(s)
vs.	<i>versus</i>
wt.	weight
yd	yard(s)



Is There a Short Cut?

Directions: Read over these abbreviations and answer the question at the bottom. Use as many of these symbols as possible when taking Cornell notes.

Word(s)	Symbol	Word(s)	Symbol
for	4	up/increase	↑
to	2	down/decrease	↓
with	w/	number	#
without	w/o	at	@
within	w/i	money/dollars	\$
and, plus	&, +	important	!
minus, less	-	greater than, more than	>
no, not ever	∅	less than	<
between	b/w	the same, equals	=
infinity, a great deal	∞	not the same, different	≠
positive, good, for	(+)	times, cross trans	X
negative, against	(-)	towards, going	→
question	Q/?	from	←
		therefore, because	∴

Additional Suggestions:

- Make names & titles into acronyms after writing them once.

Writing Process	WP
Ratios, Rates & Proportions	RRP
Bill of Rights	BoR
- Write the first few syllables of a long word and complete the word when reviewing notes.

collect	coll
helicopter	heli
- Write words deleting some vowels until notes can be reviewed.

speak	spk
communicate	commnicite
educational	eductnal

Can you think of some of your own short cuts?

1. _____ 2. _____
3. _____ 4. _____
5. _____ 6. _____