

Abbreviations (continued)

550.1 Other Common Abbreviations

- abr.** abridged; abridgment
AC, ac alternating current
ACV actual cash value
A.D. in the year of the Lord
(Latin *anno Domini*)
alt. altitude
AM amplitude modulation
A.M., a.m. before noon (Latin *ante meridiem*)
apt. apartment
avg., av. average
b. 1. book 2. born
B.C. before Christ
B.C.E. before the Common Era
C 1. Celsius 2. centigrade
3. coulomb
c. 1. circa (about) 2. cup
cc 1. cubic centimeter
2. carbon copy
CDT, C.D.T. central daylight time
C.E. of the Common Era
CGI computer-generated images
chap. chapter
cm centimeter
c.o., c/o care of
co-op. cooperative
corp. corporation
CST, C.S.T. central standard time
cu., c cubic
d. 1. date 2. died
D.A. district attorney
d.b.a. doing business as
DC, dc direct current
dec. deceased
dept. department
dist. district
DST, D.S.T. daylight saving time
dup. duplicate
ea. each
ed. edition; editor
EDT, E.D.T. eastern daylight time
e.g. for example (Latin *exempli gratia*)
est. 1. established 2. estimated
EST, E.S.T. eastern standard time
et al. and others (Latin *et alia*)
etc. and so forth (Latin *et cetera*)
ex. example
F Fahrenheit
FM frequency modulation
F.O.B., f.o.b. free on board
ft foot (measurement)
g 1. gram 2. gravity
gal. gallon
gloss. glossary
hdqrs, HQ headquarters
Hon. Honorable (title)
hp horsepower
Hz hertz
ibid. in the same place (Latin *ibidem*)
id. the same (Latin *idem*)
i.e. that is (Latin *id est*)
illus. illustration
inc. incorporated
Jr. junior (after surname)
K 1. kelvin (temperature unit)
2. Kelvin (temperature scale)
kc kilocycle
kg kilogram
km kilometer
kn knot
kW kilowatt
l liter
lat. latitude
lb, lb. pound (Latin *libra*)
l.c. lowercase
lib., lbr. library
lit. literary; literature
log logarithm
long. longitude
Ltd., ltd. limited
m meter
M.A. master of arts (Latin *Magister Artium*)
Mc, mc megacycle
M.C., m.c. master of ceremonies
M.D. doctor of medicine (Latin *medicinae doctor*)
mdse. merchandise
mfg. manufacturing
mg milligram
mi. 1. mile 2. mill
misc. miscellaneous
ml milliliter
mm millimeter
mpg, m.p.g. miles per gallon
mph, m.p.h. miles per hour
MS 1. manuscript 2. Mississippi
3. multiple sclerosis
Ms., Ms title of courtesy for a woman
MST, M.S.T. mountain standard time
mt. mount, mountain
neg. negative
no. number
N.S.F., n.s.f. not sufficient funds
oz, oz. ounce
PA 1. public-address system
2. Pennsylvania
pct. percent
pd. paid
PDT, P.D.T. Pacific daylight time
PFC, Pfc. private first class
pg., p. page
P.M., p.m. after noon (Latin *post meridiem*)
P.O. 1. personnel officer
2. purchase order
3. postal order; post office
4. (also **p.o.**) petty officer
pop. population
pp. pages
ppd. 1. postpaid 2. prepaid
PR, P.R. 1. public relations
2. Puerto Rico
P.S. postscript
psi, p.s.i. pounds per square inch
PST, P.S.T. Pacific standard time
PTA, P.T.A. Parent-Teachers Association
qt. quart
rev. revised
RF radio frequency
rpm revolutions per minute
R.S.V.P., r.s.v.p. please reply
(French *répondez s'il vous plaît*)
SOS 1. international distress signal
2. any call for help
Sr. 1. senior (after surname)
2. sister (religious)
ST, S.T. standard time
St. 1. saint 2. strait 3. street
std. standard
ste. suite
syn. synonymous; synonym
T, tbs, tbsp tablespoon
3-D three-dimensional
TM trademark
tsp teaspoon
UHF, uhf ultra high frequency
V 1. *Physics*: velocity
2. *Electricity*: volt 3. volume
VHF, vhf very high frequency
vol. 1. volume 2. volunteer
vs. versus
W 1. *Electricity*: watt
2. **work**; also **w** (*physics*)
3. west
whse., whs. warehouse
wkly. weekly
w/o without
wt. weight
yd yard

Acronyms and Initialisms

551.1 Acronyms

An **acronym** is a word formed from the first (or first few) letters of words in a phrase. Even though acronyms are abbreviations, they require no periods.

| | |
|--------------|--|
| radar | radio detecting and ranging |
| CARE | Cooperative for American Relief Everywhere |
| NASA | National Aeronautics and Space Administration |
| VISTA | Volunteers in Service to America |
| LAN | local area network |

551.2 Initialisms

An **initialism** is similar to an acronym except that the initials used to form this abbreviation are pronounced individually.

| | |
|------------|--|
| CIA | Central Intelligence Agency |
| FBI | Federal Bureau of Investigation |
| FHA | Federal Housing Administration |

551.3 Common Acronyms and Initialisms

| | |
|--|---|
| ADHD attention deficit hyperactivity disorder | LLC limited liability company |
| AI artificial intelligence | MADD Mothers Against Drunk Driving |
| AIDS acquired immunodeficiency syndrome | MRI magnetic resonance imaging |
| aka, a.k.a. also known as | NASA National Aeronautics and Space Administration |
| ASAP as soon as possible | NATO North Atlantic Treaty Organization |
| ATM automatic teller machine | OPEC Organization of Petroleum-Exporting Countries |
| AWOL absent without leave | OSHA Occupational Safety and Health Administration |
| BBB Better Business Bureau | PAC political action committee |
| BMI body mass index | PDF portable document format |
| CD compact disc | PETA People for the Ethical Treatment of Animals |
| COD cash on delivery | PIN personal identification number |
| DMV Department of Motor Vehicles | POW prisoner of war |
| DVD digital video disc | PSA public service announcement |
| ETA expected time of arrival | RN registered nurse |
| FAA Federal Aviation Administration | ROTC Reserve Officers' Training Corps |
| FCC Federal Communications Commission | SADD Students Against Destructive Decisions |
| FDA Food and Drug Administration | SASE self-addressed stamped envelope |
| FDIC Federal Deposit Insurance Corporation | SCSI small computer system interface |
| FEMA Federal Emergency Management Agency | SUV sport utility vehicle |
| FTC Federal Trade Commission | SWAT special weapons and tactics |
| FYI for your information | TBA to be announced |
| GIF Graphics Interchange Format | TDD telecommunications device for the deaf |
| GMT Greenwich Mean Time | UPC universal product code |
| GNP gross national product | UV ultraviolet |
| GPS global positioning system | VA Veterans Administration |
| HDTV high-definition television | VFW Veterans of Foreign Wars |
| HIV human immunodeficiency virus | VIP <i>Informal:</i> very important person |
| HTML hypertext markup language | VR virtual reality |
| IQ intelligence quotient | WHO World Health Organization |
| IRS Internal Revenue Service | |
| ISBN International Standard Book Number | |
| IT information technology | |
| JPEG Joint Photographic Experts Group | |
| LCD liquid crystal display | |