

Index

A

abbreviations	
acronyms	3, 6
<i>Canadian Charter of Rights and Freedoms</i>	5
capitalization	6
case names	5-6
comma placement	22
contractions	3
creating	4
initialisms	3, 6
italics	6
judicial	1-2
legislation	5
measurement	7
period placement	6-7
places	7-8
punctuation, and quotation marks	5-7
style of cause	4-5
using	4
acronyms	3, 6
amount	10-11
apostrophe	28
articles	3

B

biased language	38
books	8
brackets	29, 32, 33-34

C

<i>Canadian Oxford Dictionary</i>	1, 6, 7, 20
capitalization	
abbreviations	6
acronyms	6
courts	15

Crown	16
departments, agencies, boards	15-16
ethnicities, nationalities and other	
groups	18-19
government	15
headings	16-17
initialisms	6
internet	19
jurisdictions	16
legislation	17-18
parties to proceeding	16
quotations	29-31
titles, offices and places	17
<i>Canadian Charter of Rights and Freedoms</i>	5
case names	5-6
coined term	30
colon	24-25
comma	
abbreviations	22
compound predicate	22
compound sentence	22-23
coordinate adjective	23
independent clause	22
non-restrictive clause	23
parentheses, words in	24
parenthetical words	22
restrictive clause	23
serial (Oxford) comma	22
compound predicate	22
compound sentence	22
coordinate adjective	23
contractions	3, 37
court	2, 15

D

dash	25-26, 41, 47
dates	10-11, 26
decade	11
decimal	10
dollar	11-12

E		informational footnote	49
		initialisms	3
e.g.	9, 22	internet	19
ellipses	21, 31-32	italics	
em dash	25-26, 41, 47	abbreviations, and	6
en dash	26	case names	8
errors in quotations [<i>sic</i>]	33	emphasis	8
etc.	9, 22	foreign words	8
exclamation mark	31-32	Latin words	8-9
		primary and secondary sources	8
F		J	
footnotes	24, 43, 47-50	judge	1-2
foreign words	8	Justice	1-2
formatting		L	
headings	41	Latin words	8-9
lists	43-45	legislation	
paragraphs	45	abbreviating	3, 5
quotations, block	41-42	capitalizing	17-18
spacing	42-43	expressing number in	10
fractions	12, 27	italicizing	8
		lists	43-45
G		M	
gender	37-38	measurements	7, 13
government agencies	15-16	money	11-12
		month	10-11
H		N	
headings		non-restrictive clause, comma	23
capitalization	16-17	numbers	
formatting	41	dates	10-11, 26
orphaned	42-43	fractions	12, 27
hyphens	17, 26-27	general	9-10
I			
i.e.	9, 22		
Indigenous nations, communities and individuals	38-39		

- legislation 10
 measurement 7, 13
 money 11-12
 percentages 12
 time 13
- O**
- orphaned headings 42-43
 orphans and widows 43
 Oxford comma 22
- P**
- paragraphs 42, 45
 parentheses 24
 percentages 12
 periods
 abbreviations 5, 6-7
 ellipses 21
 judicial abbreviations 2
 next to brackets 21
 style of cause 7, 21
 periodicals 8, 30
 place names
 abbreviations 7-8
 capitalization 17
 pronouns 37-38
 proper noun, adjectives, as 27, 39
 punctuation
 apostrophe 28
 colon 24-25
 comma 10, 22-24
 dash 25-26
 ellipses 21
 exclamation mark 31, 32
 hyphen 26-27
 parentheses 24
 period 6-7, 21
 quotation mark 29-31
 question mark 31, 32
 semicolon 25
- Q**
- question mark 31, 32
 quotation marks
 abbreviations 5-6
 block quotations 30-31
 coined terms 30
 formatting 41
 generally 29-30
 nested 30
 primary and secondary sources 30
 terms of art 30
 quotations
 block quotations 30, 41, 50
 ellipses 31-32
 errors in, [sic] 33
 footnotes 50
 formatting 33-34
 generally 29
 omissions 32
 punctuation 31
 quotation within a quotation 30
 square brackets 29, 32-34
- R**
- rules 3, 10, 17-18
- S**
- “section”
 expressing numbers 10
 spelled out 3
 semicolons 25
 “shall” and “will”, use of 36
 short forms 5, 7
 [sic], errors in quotations 33
 spacing 42-43
 spelling
 Canadian Oxford Dictionary 1, 6, 7, 26
 places 7
 square brackets 29, 32-34
 statutes

abbreviating	3, 5	titles of persons	17
capitalizing	17-18		
expressing numbers in	10		
italicizing	8	V	
style of cause			
abbreviation	4-5, 7	verb tense	35-36
punctuation in	7, 21		
 T		 W	
terms of art	30	“will”, use of	37
time	13		