Name_____
Date_____

Alphabetization (putting words into alphabetical order)

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz

1. The list of English letters is always arranged in the same order.
2. The list goes from left to right or from top to bottom.
3. The arrangement of the letters is the **alphabet.**
4. Many lists are arranged in **alphabetical order.**

How to alphabetize:

Step 1: Arrange words according to the first letter in the word.
Example: **a**pple, **b**anana, **c**ream

Step 2: If the first letters of the words are the same, arrange words according to the second letter. If the second letters of the words are the same, use the third letter.
Example: **s**ack, **s**end, **s**ing
Example: **su**it, **su**nny, **su**pper

Step 3: If one of two words with the same letters runs out of letters, then it comes before the longer word.
Example: **butter**, **butterfly**

Directions: Write each word list below in alphabetical order. The first list has been done for you.

solar	table	hobby	absolute	guest
forward	basement	errand	bride	generous
menu	argue	manner	pretend	umbrella
mask	season	artist	brush	language
knight	business	vacation	offer	youth
total	crowd	dolphin	journal	page
result	stone	immediate	million	appeal
advice	butterfly	edit	flag	tale

advice	_____	_____	_____	_____
forward	_____	_____	_____	_____
knight	_____	_____	_____	_____
mask	_____	_____	_____	_____
menu	_____	_____	_____	_____
result	_____	_____	_____	_____
solar	_____	_____	_____	_____
total	_____	_____	_____	_____