

Alphabet and Alphabetical Order

There are 26 letters in English Alphabet. All these letters are arranged in a certain order. This order is known as Alphabetical Order:

Look at the pictures and read the words below each:



elephant



rabbit



peacock



ant



lion

Are the names in Alphabetical Order? No, they are not. Now, let us rearrange them as follows:

Ant Elephant Lion Peacock Rabbit

Now they are in proper order.

Remember: The words in a dictionary are always arranged in Alphabetical Order.

Now read the following words:

boy banana biscuit bucket beam

Here, all the above words start with the letter '-b'. How can we arrange these letters in Alphabetical Order?

Since all the words begin with the same letter '-b', we need to look at the second letter of each word and arrange them in Alphabetical Order. Let us follow this rule and rearrange the words as under:

banana beam biscuit boy bucket

Remember : If the second letter is also same, we look at the third letter and so on. We follow this rule for the words beginning with any letter.

Let's Practise



A. Arrange each set of words in Alphabetical Order:

Example:

kite	boy	eagle	giraffe	mango
boy	eagle	giraffe	kite	mango

- | | | | | |
|-------|-------|-------|--------|-------|
| bat | toy | gun | tennis | doll |
| _____ | _____ | _____ | _____ | _____ |
- | | | | | |
|---------|-------|-------|-----------|-------|
| scooter | ear | bus | aeroplane | jeep |
| _____ | _____ | _____ | _____ | _____ |
- | | | | | |
|-------|-------|--------|-------|-------|
| pant | shirt | gloves | socks | hat |
| _____ | _____ | _____ | _____ | _____ |

B. Identify the birds, animals and insects in each set and write their names in Alphabetical Order:





1. _____

5. _____

9. _____

13. _____

2. _____

6. _____

10. _____

14. _____

3. _____

7. _____

11. _____

15. _____

4. _____

8. _____

12. _____

16. _____

C. Your sister has written the names of her friends she will invite on her birthday. Rewrite the names in proper Alphabetical Order. One has been done for you:

Names of friends

1. Neha
2. Kanika
3. Richa
4. Veena
5. Chitra
6. Dolly
7. Rachna
8. Deepa
9. Aruna
10. Kalpana

Names in Alphabetical order

Aruna _____
