

Skill: Commas

Directions: After each rule, add commas to the sentences where needed. Make sure they are visible!!

Rule 1: Use commas to separate items in a list of three or more.

Example: I need to buy eggs milk lettuce and bread.

I need to buy eggs, milk, lettuce, and bread.

1. Carlos wants to visit Paris Italy Germany and China.
2. My favorite colors are blue red and pink.
3. I like to go hiking fishing swimming and camping during summer.

Rule 2: Use a comma to separate independent clauses (complete thoughts) when they are joined by the following conjunctions: AND OR FOR NOR SO BUT YET (Note: The comma should come BEFORE the conjunction.)

Example: I want to buy a new jacket but it is too expensive.

I want to buy a new jacket, but it is too expensive.

Complete thought #1: I want to buy a new jacket.

Complete thought #2: It is too expensive.

1. We can go to the zoo or we can go to the movie theater.
2. They like chocolate but they like vanilla better.
3. We will go to the restaurant now for we are very hungry.
4. I do not like biology nor do I like chemistry.
5. James wants to leave now yet we must wait for his little brother.

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Rule 3: Use a comma to separate a dependent clause (incomplete thought) from an independent clause (complete thought).

Example: Without water the plant will die.

Without water, the plant will die.

Incomplete thought: Without water

Complete thought: The plant will die.

1. In five minutes the building will be closed.
2. When I get home I am going to brush my teeth.
3. Until I reach my goal I will not stop working.
4. If I get a new job I will be very happy.
5. Because she is only twelve she is not old enough to drive.

Rule 4: Use commas to separate any word or phrase from the rest of the sentence that is not essential to the sentence's meaning. This phrase usually provides extra information about the subject.

Example: My brother a 26 year old male is watching TV.

My brother, a 26 year old male, is watching TV.

1. The car a 1967 Ford Mustang is very fast.
2. My favorite color navy blue is very popular.
3. Daniel Garrison a farmer wakes up very early.

Skill: Commas**Rule 5: Use commas to separate a quotation from the rest of the sentence.**

Example: “We need to buy more sugar” she said “before it runs out!”
“We need to buy more sugar,” she said, “before it runs out!”

1. “If I don’t wake up in time” he whispered “I will be in trouble.”
2. “Okay” spoke the teacher loudly “Time’s up!”
3. “I was wondering” said the child “if I could have a candy bar.”

Rule 6: Use a comma to separate an introductory word or interjection from the rest of the sentence.

Example: Hi how are you?
Hi, how are you?

1. Yes I would like more water please.
2. Sorry we do not have enough room.
3. Oh I am so excited!
4. Well I hope the problem will be fixed soon.
5. Unfortunately we do not have enough time.

Rule 7: Use a comma to separate the name of a city from a country or state.

Example: We live in Marietta Ohio.
We live in Marietta, Ohio.

1. We are moving to Spokane Washington.
2. I visited Florence Italy and Paris Rome last summer.
3. The hurricanes hit Tulsa Oklahoma and Destin Florida.

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Rule 8: Use a comma to separate the day of the week, the day of the month, and the year.

Example: Today is Thursday April 18 1943.

Today is Thursday, April 18, 1943.

1. George Washington was born on February 22 1732.
2. I will be sixteen on Tuesday July 6 1582.
3. September 11 2001 is a date that will be remembered.