

Name _____

Date _____

Class _____

PUNCTUATION RULES – QUICK REVIEW

End Marks – Circle each end punctuation.

- Use the *period* [.] to end *statements*.

Jasmine ate a chocolate-broccoli muffin.

- Use the *question mark* [?] when asking a *question*.

Did Jasmine eat a chocolate-broccoli muffin?

- Use — not *overuse* — the *exclamation mark* [!] to signify *excitement* or *emphasis*. One *exclamation mark* per essay is a good average.

Oh, no! Jasmine ate a chocolate-broccoli muffin!

Commas, Part 1 – Is the clause introductory, interrupting, or concluding?

- Use commas to connect *introductory*, *interrupting*, and some *concluding* material.
- Interrupting material will include a comma *before* and a comma *after*.

Jasmine will pass the comma test, *without a doubt*.

Commas, Part 2 – Underline the two separate sentences.

- Use a comma with a *coordinating conjunction* to connect two sentences.
- Coordinating conjunctions = *and, but, for, or, nor, yet, and so*.

Jasmine will pass the comma test, *but* Slacker Sam will not.

Commas, Part 3 – Underline the list.

- Use *and* alone to connect *two* items.
- Use commas and an *and* to connect *three or more* items.

Jasmine will buy a bag of potato chips, a hotdog, *and* a soda.

Semicolon – Underline the list.

- Use the semicolon [;] to connect two main clauses.
- Do *not* use the semicolon to introduce a list. The comma with a transition like *such as* or *including*, or the colon [:] does that job.

Jasmine prefers classes that require her to write: Intro to Humanities, Abnormal Psychology, and US Government.

Apostrophe – Write “P” underneath the apostrophe used for possession and “C” underneath the apostrophe used for contractions.

- Use the apostrophe ['] with an *s* to show *possession*: Jasmine’s pen, the cat’s eyes, the professors’ frowns
- Or use the apostrophe to indicate the letters/spaces removed in a *contraction*: she’d, can’t, should’ve

We can’t cheat from Jasmine’s punctuation quiz because she’s absent today!