



10 COMMA RULES





EASY TO UNDERSTAND AND REMEMBER



1) USE A COMMA BEFORE COORDINATING CONJUNCTIONS WHEN CONNECTING TWO INDEPENDENT CLAUSES



EXAMPLE: ALEX LIKES CAKE, AND HE LIKES CHOCOLATE TOO.



2) RELATING APPOSITIVES (RENAMING)



EXAMPLE: ALEX, LIKE ANY HUMAN BEING, LOVES CAKE.



CONTINUED ...



3) CREATING A LIST



EXAMPLE: WE SAW TIGERS, LIONS, CHEETAHS, AND BEARS.



4) AFTER INTRODUCTORY ADVERBS



**EXAMPLE: FINALLY, ALEX GOT TO EAT CAKE,
AND HE WAS HAPPY.**





CONTINUED ...



5) ATTRIBUTING QUOTES: HE SAID, “XYZ.”



ANOTHER ATTRIBUTION EXAMPLE (COMMA INSIDE QUOTES): “XYZ,” HE SAID.



6) IF THE FIRST WORD OF A SENTENCE IS YES OR NO: “YES,” HE SAID



7) IF DIRECTLY ADDRESSING SOMEONE: ALEX, CAN YOU PLEASE HELP WITH XYZ?





CONTINUED ...



8) TWO ADJECTIVES THAT MODIFY THE SAME NOUN



EXAMPLE: ALEX IS A NICE, FRIENDLY INSTRUCTOR.



9) OFFSETTING NEGATION



EXAMPLE: ALEX IS A FRIENDLY, NOT A MEAN, INSTRUCTOR.





CONTINUED ...



10) AFTER A DEPENDENT CLAUSE THAT STARTS A SENTENCE



EXAMPLE: WHEN I EAT CAKE, I AM HAPPY.

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