

Crafton Hills College Tutoring Center Comma Use Handout

The sentences below are either missing punctuation or are punctuated incorrectly. Please go through each sentence and correct the errors using comma rules that you learned from the videos on page 1. Use a comma between items for lists of three or

Commas and Lists

tomorrow.

would otherwise be confusing. 1. I need to pick up a number two pencil, a scantron, and a pack of note cards before my test

more. Use semicolons between items of a list that

- 2. I need bread from the bakery; meat, from the butcher; and coffee, from the café.
- 3. If I had to pick my top mentors, they would be Harry, the police officer; Tom, the English Professor; and Samantha, the pilot.

Commas and Introductory Elements

Place a comma after introductory phrases that tell when, where, why, or how.

> Use a comma and a FANBOYS to connect two complete sentences (independent clauses). A semicolon

> shows a strong connection between

two complete sentences.

- 1. Before my test begins, I need to study.
- 2. When the bell rings, it's time to get to class.
- 3. Until the final moment, I will be answering questions on my exam.
- 4. Although I really don't feel like it, I'm going to start my homework.
- 5. While I'm out, I might as well pick up a gallon of ice cream.

Run-ons and Comma Splices (FANBOYS and Semicolons)

- 1. I ran out of the house in a rush, for I was late to class.
- 2. The biology student panicked as his small mistake gave way to the birth of zombie frogs; they ran and bit everyone, but they couldn't break the skin.
- 3. The English paper was due on Canvas yesterday; however, the Canvas page wasn't live.
- 4. The test seemed easier than Max thought, but he didn't realize there were questions on the back.
- 5. Christine didn't get enough sleep last night, nor did she remember to bring her homework.

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Tutoring Center Crafton Hills College Place a comma before dialogue unless that, as, or is comes right before the dialogue. The comma is also dropped when the dialogue is used to seamlessly complete the sentence.

Commas in Dialogue

- 1. Cheyenne whispered to her lab partner, "There are doughnuts in the Crafton Center."
- 2. leading experts in the field claim that "studying for an exam well ahead of time will improve your chances of passing" despite the claims of leading procrastinator, Michael Kyle, who believes, "We all do things in our own time."
- 3. "The quadratic formula," Jamie yelled out in the middle of English class.

Commas and Nonessential Information

- 1. Joey, the boy who lives next door, keeps ringing the doorbell.
- 2. Regardless, you need to finish your homework.
- 3. Alice, who just finished her last final, took a long nap.

Use a comma to separate nonessential information from the rest of the sentence. If you used it correctly, you should be able to read the sentence with or without what the commas are "blocking off."

Commas and Coordinate Adjectives (DOSASCOMP)

- 1. The gilded, rubber ball bounced up and down the hallway.
- 2. The studious, caffeinated warrior unsheathed his pencil as the history test began.
- 3. The old cranky neighbor complained about the postal service.
- 4. Randy drew the red shining, shimmering pen from his backpack.
- 5. The cantankerous, crabby little baby bird chirped at the repairman on the telephone pole.

Use a comma between coordinate adjectives. To determine if a set of adjectives are coordinate do the following:

- 1. See if you can place and between both adjectives and have it read well.
- I.E. Gilded and rubber ball. This sounds right.
- 2. Switch the order of the adjectives and see if it reads well.
- I.E. Rubber, gilded ball. This sounds right.
- 3. Consult DOSASCOMP (Determiner, Opinion, Size, Age, Shape, Color, Origin, Material, Purpose)
- I.E. rubber and gilded are both material, so they are coordinate adjectives.

What does DOSASCOMP look like? See examples of each type of adjective below:

Determiners: a, the, my, this, that, those, these.

Shape: round, curvy, wavy, straight, angular, bent.

Opinion: strong, weak, wise, foolish, frantic.

Origin: Japanese, Ethiopian, Keltic, Irish, Turkish.

Size: small, large, huge, long, generous.

Material: gold, silver, iron, cotton, wool, rubber, gilded

Age: young, old, elderly, juvenile, senior

Purpose: <u>sleeping</u> bag, <u>writing</u> desk, <u>computer</u> system.