

WRITING

AS I WAIT

“I have difficulty using commas correctly.”

Addresses and dates

- Addresses need commas between the city and state.
- Addresses need commas between city and country.
- Dates need commas between the day and year.

Set off non-essential information

- Commas are need to set off non-essential information in a sentence.
- Non-essential information is not of major importance for the meaning of the sentence.

Introductory words or clauses

- Use a comma to separate an introductory clause from the rest of the sentence.
- Use a comma after an introductory word at the beginning of a sentence.

Words in lists

- Use a comma to separate lists of words greater than three.

Adjectives (2 or more) for the same noun

- Use a comma to separate adjectives that describe the same noun.

Independent clauses with a coordinating conjunction.

- An independent clause contains a subject and a verb
- Coordinating conjunctions are words such as: and, but, or, for, nor, and so.

Titles which follow a name

- Titles are abbreviations for degrees that people have.