

Directions Read the comma rule, then **follow it** to add commas where needed. Circle the commas you have added.

1. Use a comma to separate words in a list.

* Except when the word “and” would not be appropriate between them. Example:
Charlize piled up **six lumpy** mangoes.

We’re going to look at Smith College Bryn Mawr College and Mt. Holyoke over the five short vacation days.

You can take the Lambo the Porsche or the Range Rover, but don’t touch my saucy new moped.

2. Use a comma to set off a dependent clause from an independent clause when the dependent clause begins a sentence.

While I respect your decision I think it is a totally lame one.

Because I could not stop for death he kindly stopped for me.

3. Use a comma to set off an introductory phrase in a sentence.

After dinner make sure you wash the dishes.

Well I think we should probably ask Steven before we make plans.

4. Use commas when directly addressing someone in a sentence.

Mariah can you go to the awards after party without me?

I’d like you Jake to make dessert from scratch.

5. Use a comma to separate quoted text from the rest of the text.

“Drive to the station” Winnie said “and bring a new sleeping bag for your camping trip.”

“I want to burn down grandma’s house” the child said.

6. Use commas around non-essential information (almost like parentheses). In academic language, this is called an “appositive phrase”.

Tony Ahern the captain of the soccer team is a true player.

Karl Marx an important nineteenth-century sociologist believed in his role as a social thinker to change the world.

7. Use a comma and a coordinating conjunction to join two independent clauses.

There are eighty people in the room but only one of them knows his next move.

We can take it out here or we can take it out later but it's coming out sometime.