SHURLEY ENGLISH Punctuation Rules

Punctuation rules include three sections; End Marks, Commas, and Periods.

END MARKS

1. A Period (.): Use a period at the end of a sentence that makes a statement.

   For example: *Mom baked a cake.*

2. A QUESTION MARK (?): Use a question mark at the end of a sentence that asks a question.

   For example: *Are you going to town?*

3. AN EXCLAMATION POINT (!): Use an exclamation point at the end of a sentence that shows strong feeling.

   For example: *That bee stung me!*

COMMAS

4. TIME WORDS: Use a comma between the day and the year.

   For example: *July 15, 2014*

5. PLACE WORDS: Use a comma between the city and state.

   For example: *I will go to Tampa, Florida.*

6. CLEAR MEANINGS: Use a comma to separate words in a series.

   For example: *We had milk, crackers, and soup.*

7. CLEAR MEANINGS: Use a comma to separate the name of a person directly spoken to (noun of direct address) from the rest of the sentence.

   For example: *Mom, do you want some tea?*

PERIODS

8. ABBREVIATIONS: Use a period after the abbreviations of most titles and initials.

   For example: Mr., Ms., Dr., Capt., St., Ave., St. Louis, C. J. Smith, John L. Jones