

AN AID IN PUNCTUATION

A **CONJUNCTION** IS A WORD THAT CONNECTS WORDS, PHRASES, CLAUSES, OR SENTENCES. THERE ARE TWO KINDS OF CONJUNCTIONS:

COORDINATING (These connect two equal parts)		SUBORDINATING (These connects two unequal parts, such as dependent and independent clauses)			
PURE	CONJUNCTIVE ADVERB				
and but for nor or so yet	accordingly again also besides consequently finally for example further furthermore hence however indeed	in fact instead likewise moreover namely nevertheless otherwise still that is then therefore thus	after although as because before but that if in order that lest no matter how	since so that supposing than that though till unless until what	when whenever where whereas wherever whether which while who why

Secret #1:

Conjunctive adverbs are often used as simple adverbs. If they do not connect independent clauses, they are not conjunctive adverbs. For example, "She was accordingly quite interested in grammar." Here, *accordingly* is a simple adverb modifying the verb *was interested*.

Secrets #2-5:

- A. Two independent clauses joined by a pure conjunction (and, but, for, nor, or, so, yet) are separated by a *comma*.

Example: "She was a rude girl, and she spat on her dates."

- B. Two independent clauses with a conjunctive adverb in the middle are separated by a semicolon, and a comma appears *after* the conjunctive adverb when that conjunctive adverb creates an introductory adverbial phrase before the second independent clause.

Example: "She was a rude girl; for example, she spat on her dates."

- C. Two independent clauses not joined by a conjunction are separated by a semicolon. If the writer tries to use a comma here, she creates a comma splice.

Example: "She was a rude girl; she spat on her dates."

- D. A dependent adverbial clause at the first of a sentence is followed by a comma. A dependent adverbial clause following the main independent clause is usually not punctuated.