**Questions and Answers to Set 1 Comma Rules**

**1. Any “introductory” comma rule-introductory dependent clause, introductory succession of**

**prepositional phrases, and introductory participial phrase-- must come \_\_\_\_\_\_\_\_ the independent**

**clause, the part of the sentence that can stand alone as a sentence.**

Any “introductory” comma rule-introductory dependent clause, introductory succession of prepositional

phrases, and introductory participial phrase-- must come **BEFORE** the independent clause, the part of the

sentence that can stand alone as a sentence.

**2. If the comma rule being applied is an "introductory" rule, how can you check if you have correctly**

**placed your comma?**

If what comes after the comma can stand alone as a sentence, you have placed your comma correctly.

**3. A participial looks like a(n) \_\_\_\_\_ but acts like a(n) \_\_\_\_\_\_\_\_\_\_\_.**

A participial looks like a(n) **VERB** but acts like a(n) **ADJECTIVE**.

**4. When proving the introductory participial phrase rule, the arrow must always point to the noun**

**\_\_\_\_\_ the comma.**

When proving the introductory participial phrase rule, the arrow must always point to the noun **AFTER** the

comma.

**5. An introductory dependent clause always begins with a(n) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

An introductory dependent clause always begins with a(n) **SUBORDINATING CONJUNCTION**.

**6. An introductory succession of prepositional phrases always begins with a(n) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

An introductory succession of prepositional phrases always begins with a(n) **TWO OR MORE**

**PREPOSITIONAL PHRASES IN A ROW.**

**7. The word “succession” means \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

The word “succession” means **MORE THAN ONE IN A ROW.**

**8. When are names nouns of address?**

Names nouns of address **only** **WHEN YOU ARE TALKING TO THE PERSON**.

**9. What punctuation signals that a name can not be a noun of address?**

**APOSTROPHE (example: Santiago's skiff)**

**10. If a noun of address either begins or ends the sentence, \_\_\_\_ comma(s) is/are needed to set the noun**

**of address off from the rest of the sentence.**

If a noun of address either begins or ends the sentence, **ONE** comma(s) is/are needed to set the noun of

address off from the rest of the sentence.

**Example**: Dustin, did you eat breakfast because I hear your stomach growling?

**11. If a noun of address interrupts the flow of the sentence, \_\_\_\_\_commas is/are needed to set the noun of**

**address off from the rest of the sentence.**

If a noun of address interrupts the flow of the sentence, **Two** commas are needed to set the noun of

address off from the rest of the sentence.

**example**: Did you eat breakfast**,** Dustin**,** because I hear your stomach growling?

**12. What are the two times you will need a comma before a FANBOYS word?**

1) When FANBOYS word joins two sentence

2) When you have a list of three or more items in a series

**13. If you have 18 items, you need \_\_\_ commas. If you have 182 items, you need \_\_\_\_commas.**

If you have 18 items, you need **17** commas. If you have 182 items, you need **181** commas.

**14. What is the rule you can form about the number of items in a series and the number of commas**

**needed to separate those items?**

You need one less comma than there are number of items in the series.

**Questions and Answers Set 2 Comma Rules**

**1. An appositive can be a(n) \_\_\_\_ or a(n) \_\_\_\_\_\_.**

An appositive can be a(n) noun or a(n) pronoun.

**2. A parenthetical expression is also known as a \_\_\_\_\_\_\_\_ or a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

A parenthetical expression is also known as a transition or a conjunctive adverb.

**3. What does "nonessential" mean?**

"Nonessential" means not needed

**4. What is the ONLY difference between an introductory participial phrase and a nonessential**

**participial phrase?**

An intro. part. ph., MUST COME at the BEGINNING of the sentence, but a nonessess. part. ph.

comes between the subject and the verb.

**5. If you are applying the appositive, parenthetical expression, nonessential participial phrase or noun of**

**address rule, how can you check your comma placement?**

If you can omit (take out) the appositive, parenthetical expression, nonessential participial

phrase or noun of address from the sentence without changing the sentence's meaning, you

have placed the comma correctly.

**6.** **Where do these four interrupters (listed above in 5) mostly fall/appear in a sentence?**

Interrupters (appositives, parenthetical expressions, nonessential participial phrases, and

nouns of address) usually come between the subject and the verb of the sentence.

**7.** **What does the word “preceding” mean in the comma rule Two or More Adjectives Preceding a Noun?**

The word “preceding” in the comma rule Two or More Adjective Preceding a Noun mean comes before.

**8.** **What are the two clues that signal you will need a comma between adjectives preceding a noun?**

1) if you can put the word "and" between the adjectives

2) if you can switch/flip flop/reverse the order of the two adjectives

**9.** **What two punctuation marks are always come before the “closing” quotation marks?**

1) comma

2) period

**10.** **When does a question mark or exclamation point go within a closing quote?**

If the quote asks a question or shows strong emotion, then the question mark or exclamation

point goes within the closing quote.

**11.** **Correctly punctuate the following sentence.**

When you were a little boy Joston were you afraid when the big, bad wolf knocked on the little pig’s door

and said Little pig, little pig, let me in”

When you were a little boy, Joston, were you afraid when the big, bad wolf

knocked on the little pig’s door and said, "Little pig, little pig, let me in”?

**12.** **Rewrite the following sentence so that the introductory participial phrase becomes a nonessential**

**participial phrase. Correctly punctuate the rewritten sentence.** (I have deliberately omitted necessary

commas!)

Wanting desperately to improve his average Jonathan studied every fact he

could find about comma usage on all three sets of comma rules.

Jonathan, wanting desperately to improve his average , studied every fact he could find

about comma usage on all three sets of comma rules.

**13.** **What does the noun of address comma rule have in common with the parenthetical expression**

**rule?**

Both a noun of address and a parenthetical expression can come at the beginning, in the

middle of a sentence, or at the end of the sentence.

**Questions & Answers Set 3 Comma Rules**

**1. What does the word "essential" mean?**

The word "essential" mean necessary or needed.

**2. How can you check to see if a clause or phrase is essential to the sentence?**

If the clause of phrase is essential, it can not be omitted from the sentence without changing the

sentence's meaning.

**3. How many commas are needed to set off an essential clause or essential participial phrase?**

None. No commas are needed because an essential clause or essential participial phrase cannot be

omitted from the sentence without changing the sentence's meaning.

**4. What are the five relative pronouns that may signal / begin a clause?**

The five relative pronouns that may signal / begin a clause are who, whom, whose, which, and that.

**5. In 99.9 percent of the time, if a clause begins with the relative pronoun \_\_\_\_\_\_\_\_, a comma is not**

**needed because the relative pronoun \_\_\_\_\_\_\_\_ signals a(n) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ clause.**

In 99.9 percent of the time, if a clause begins with the relative pronoun *that*, a comma is not needed

because the relative pronoun *that* signals a(n) *essential* clause.

**6. What words signal / begin a contrasting element?**

Not, but, and unlike are words that signal / begin a contrasting element.

**7. Where must a contrasting element come in the sentence?**

The contrasting element come immediately after what it is compared to.

**8. Which Set 3 Comma Rules may act as interrupters and possibly need two commas?**

The following Set 3 Comma Rules may act as interrupters and may need two commas: nonessential

clause and contrasting element. An essential clause and essential participial phrase may act as

interrupters, but no commas are needed since they are ESSENTIAL.

**9. When do you use a comma to separate dates?**

You must separate the day of the week from the month of the year.

You must separate the day of the month from the year.

You must separate the year from the rest of the sentence.

**10. When do you NOT need commas to separate dates?**

You do NOT need a comma when you have only the month and the year

(example: November 2009).

**11. What are you separating when you apply the geographical information comma**

**rule?**

When applying the geographical information comma rule, you are separating city from state.

**12. What trick can you use to check your comma placement when applying the geographical**

**information comma rule?**

If you can replace the comma with "is in" and the information still be factual, you have placed the

comma correctly.