

Punctuation Writing Assignment

Name	Symbol	What it does
Period	.	Used at the end of a sentence
Comma	,	- Use commas to separate words, and word groups, in a simple series of three or more items. Example: I like cats, dogs, and birds. - Use a comma after writing in someone's name, if you are speaking directly to them. Example: Harry, you are a wizard
Colon	:	- The colon is often used to start a list. Example: I like: cats, dogs, and birds - The colon often introduces a quotation. Example: That's when she said: "this is not love. This is like" - The colon is often used to give emphasis. Example: She had one love: chocolate. - When a colon is used, it usually gives the silent impression of "as follows," "which is/are," or "thus." Example: There are three types of people in this world: nice, not nice, and super nice. - Connects two separate sentences, when the second sentence is directly related to the first sentence, and when the emphasis is on the second sentence. Example: The research is conclusive: climate change is a reality
Semicolon	;	- The semicolon often connects two closely related sentences. It usually take the place of words like 'and', and 'because'. Example: It was cold and the sun was shining → it was cold; the sun was shining - Semicolons separate items within a list (especially when the list includes groupings that already have commas). Example: My dream band would be: Eddie Vedder on lead guitar, acoustic, guitar, and backup vocals; Dave Grohl on drums; Alicia Keys on piano; and Billy Eilish on lead vocals. - Semicolons can also lead people from one idea to the next. It's like a way of saying "sssooooooooooooooooo" or "and because of that...", or "and as a result", or "so therefore" Example: It was a fabulous concert; I would easily go again
Ellipsis	...	- An ellipsis can be used to represent a trailing off of thought. Example: I thought I had friends... who knows... - An ellipsis can be used to represent a hesitation... like suspense. Example: Well... you see... I stole the money... so...
Apostrophe	'	- The apostrophe shows when letters have been left out, in the form of a contraction. Example: Don't go (do not go) - The apostrophe shows ownership. Example: My mom's hat
Curved Brackets	()	Brackets add important information, without changing the meaning of the sentence. Adds extra info. Clarifies. Example: I have a dog (a Golden Retriever)
Square Brackets	[]	Brackets add information to information already in brackets. Square brackets go inside rounded ones. Example: My mom's name is Linda (she was named after my nana [my nana was amazing])
Single Quotation Marks	' '	You can use quotation marks, to quote something WITHIN a quote. Doubles outside... singles inside. Example: Bobbi told me, "Delia said, 'This will never work.' "
Double Quotation Marks	" "	- Double quotation marks tell us what someone else has said (this is a direct quote) Example: Ben said "I like pizza" - Quotation marks go around book, movie and song titles. Example: Harri's favourite movie was "Star Wars" - Double quotation marks indicate irony sarcasm, or judgement. Often called "air quotations", "scare quotes" or "air bunnies". Example: Today's lesson was super "educational". - Double quotation marks introduce an unfamiliar term. Example: The powerhouse of the cell is the "mitochondria" - Double quotation marks indicate a nickname. Example : Dwayne "The Rock" Johnson
Exclamation Mark	!	Used to add emphasis to the idea. Example: I won the lottery! I am so excited!
Hyphen (smallest)	-	Links parts of a compound words containing NOUNS. Example: She is an award-winning novelist.
En dash (middle size)	–	- Links parts of a compound word containing ADJECTIVES and ADVERBS. Example: old-fashioned - Time Ranges. The en dash is used to represent a span or range of numbers, dates, or time. The 2010–2011 season was our best yet. - The en dash can also be used between words to represent conflict, connection, or direction. Example: The Israeli–Palestine conflict is very challenging to solve
Em dash (widest)	—	- In place of commas, to add more emphasis. Example: When she finally arrived — 4 months later — she quit - Instead of brackets, to make it less formal. Example: She found errors — 24 errors — and the book was ruined - In place of a colon, to make it less formal. Example: the jury reached a verdict — guilty

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.