

How To Comma

List (but no Oxford comma in journalism)

I went to the store and bought apples, bananas and pears.
John, Stacy, Mary and Ben ate the fruit we bought at the store.

In a number with more than three numerals

1,339 2,343,320

In Quotes (always inside the quote mark)

“Commas are hard to understand,” Hannah Garcia said. “I’m glad I have this cheat sheet.”

In Quotes that continue a sentence (usually set off with FANBOYS)

“Commas are hard to understand,” Hannah Garcia said, “and I’m glad I have this cheat sheet.”

FANBOYS

For, And, Nor, But, Or, Yet, So

Complete Sentence on each side of a FANBOY

Mr. Mallett makes commas look easy, but Mrs. Dearinger does not.

I ate green apples and got sick.

I ate green apples, and I got sick.

NOTE: You only have one , FANBOY per sentence

I ate apples, and I got sick, and I went home. – *WRONG*

I ate apples, and I got sick. I went home. – *Correct*

I ate apples, got sick and went home. – *Change it to a list*

Intro Phrases that can be moved in a sentence.

After the comma lesson, Sarah understood the use of commas better.

Sarah understood the use of commas better after the comma lesson.

NOTE: Intro phrases usually start with prepositions

in, on, over, through, because, although, under, (and many more)

Additional info that can be taken out

Mr. Mallett, my favorite teacher, is going to the concert.

The newspaper, which is award-winning, will be judged next week.

Names and Titles

Leland Mallett, principal, will earn his doctorate degree from Harvard.

Principal Leland Mallett will earn his doctorate degree fro Harvard. – *title should go in front anyway*

After intro adverbs

Finally, I went running. Surprisingly, I saw a duck when I went running.

Dates

August 21, 1976, is a great day. Friday, July 4, was a strange day.

To separate adjectives

The cold, wet dog ate the old, stale cat food. (if you can move the two adjectives, then use a comma)