

## Four Times to Use a Comma



### **1. Always place a comma after introductory words, phrases, and clauses.**

Afterwards, we went to eat supper.

In a little while, the instructor will give students a test.

While John worked on his research paper, his roommate listened to music.

### **2. Always place a comma between two independent clauses separated with a coordinating conjunction (and, or, but, nor, so, for, yet).**

The class meets in room 203, and the students are taking a comma test today.

### **3. Place commas around nonrestrictive elements.**

The football player, who also plays baseball, broke his arm.

He will be able to go, however, with the team to the game.

### **4. Always place commas between items in a series (words, dates, geographical locations, numbers, and titles).**

We love to watch football, baseball, and soccer in the fall.

I was born April 9, 1980, in Missouri.

I live at 2331 College Drive, Bluffton, Ohio, with my grandmother.

The lottery winner received 1,000,000 dollars.

John Combs, PhD, teaches English literature at KWC.