Punctuation Concern: Commas

Commas [,]

1. Separate information
	1. Put a comma plus one of the FANBOYS [For, And, Nor, But, Or, Yet, So] between two independent clauses when joined into the same sentence.

  John was recently promoted, so he gained an office with a view. 

* 1. Put a comma after each item in a series of three or more items.

 Ex: Majors in English study short stories, poems, and plays.

 I raked leaves, mowed my lawn, and weeded my garden yesterday.

* 1. Put a comma after an introductory element (word, phrase, or clause) or before or after a comment or question added to the end of the sentence.

 Ex: During the basketball game, the star player twisted his ankle.

 Ex: Unfortunately, Bob can't be at the meeting.

 Ex: When the professor called time, the students turned in their exams.

 Ex: Jeanne decided to ruminate, whatever that means.

1. Enclose information (usually as a comma pair)
	1. Put commas around expressions that interrupt the flow of information.

 Ex: Today's news report, I think, will fully explain the situation.

* 1. Put commas around nonrestrictive information or added detail.

 Ex: Miranda, who supplied the refreshments, will introduce the guest speaker.

 Ex: *Hamlet*, Shakespeare's famous play, has often been made into a movie.