<table>
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<tr>
<td>A comma is the type of punctuation mark that indicates a soft pause or a separation of words, clauses, and/or ideas within a sentence.</td>
<td>1. After an introductory phrase 2. With interrupters or parenthetical elements 3. With a question tag 4. With direct address 5. With an appositive 6. In dates 7. Before “but” when joining two independent clauses 8. With lists 9. With a nonrestrictive clause 10. Inside quotation marks 11. After parentheses 12. With “as well as” 13. With “such as” 14. Before “too”</td>
<td>1. Before eating, the family said grace. 2. The weather, I was happy to see, was beginning to clear. 3. These willow trees are beautiful, aren’t they? 4. Mom, I can’t find my shoes! 5. My mother, Angela, is a wonderful cook. 6. July 4, 1776 7. Cleo is a good singer, but she’s an even better dancer 8. I love ice cream, books, and rabbits. 9. My wife, whom I love dearly, is a brilliant physicist. 10. “Pass me that thesaurus,” said Matthew. 11. After opening the new cookie tin (and eating several of the cookies), Chester had a hard time replacing the lid. 12. Spelling mistakes, as well as grammatical errors, are distracting to readers. 13. Coniferous trees, such as pine and spruce, do not drop their needles in the winter. 14. I like bananas, too.</td>
<td>1. With subjects and verbs 2. Between two nouns in a compound subject or object 3. Between two verbs in a compound predicate 4. Within a comparison 5. Between coordinate adjectives 6. Before “but” when not joining two independent clauses 7. Before “and” in a list with only two items 8. Separating verb and its object 9. With restrictive clauses 10. Between correlative conjunctions 11. Between direct quote and attributive tag 12. Before parenthesis 13. Between an article and noun</td>
<td>1. My friend Cleo, is a wonderful singer. 2. Cleo, and her band will be playing at Dockside Diner next Friday. 3. Cleo will sing, and play the banjo. 4. This box is lighter, than that box. 5. The adorable, little boy was eating ice cream 6. My teacher is tough, but fair. 7. My dog Charlie is cute, and smart. 8. I’m glad I trained, Charlie not to beg for scraps. 9. The café, that Chester recommended, is a fantastic restaurant. 10. Either the blue shirt, or the red sweater will look good with your jeans. 11. “You have a spider on your nose!”, she yelled. 12. After taking her sister’s shirt (and staining it,) Leila didn’t want to return it. 13. I’ll have an, apple.</td>
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Source: Grammarly.com
### What is a comma splice?
- **How do you avoid a comma splice?**
  - Use a conjunction following the comma when joining two independent clauses.
- **Correct example**
  - We were out of milk, so I went to the store.
- **What are the common mistakes?**
  - Using the comma on its own
- **Incorrect Example**
  - We were out of milk, I went to the store.

### What is an oxford comma?
- **Where do you use an oxford comma?**
  - When clarifying individual elements within a list
- **Correct examples**
  - Mary needs bread, milk, and butter at the grocery store.
- **What are the common mistakes?**
  - Not using one when it is necessary for clarity
- **Incorrect Examples**
  - I dedicate this ward to my parents, Jane Austen and Albert Einstein.

### What is a semicolon?
- **Where do you use a semicolon?**
  - To join two independent clauses without using a conjunction (like and)
- **Correct examples**
  - We can go to the museum to do some research; Mondays are pretty quiet there.
- **What are the common mistakes?**
  - Using a semicolon as if it were a comma or a period
- **Incorrect examples**
  - I ordered a cheeseburger for lunch; but I should be counting calories.
  - I ordered a cheeseburger for lunch; Although I should be counting calories.

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Source: Grammarly.com