**Compound sentences**

A compound sentence contains two complete thoughts. Place a comma before the word *and or but* in a compound sentence.

**Words in a List**

Use commas to separate three or more words in a list.

**Dependent Clauses**

A dependent clause has a subject and a verb but cannot stand alone. Place a comma after a dependent clause that begins a sentence.

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Nicoles favourite sports are handball, tennis, and running.

Michael wrote a letter, and Suzy read a book.

When I go running, I always wear my pulse watch.

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**Introductory Words**

Place a comma after introductory words, such as *yes* and *well*.

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**Appositive**

An appositive is a word or group of words that explains another word in a sentence. Use commas to set off an appositive from the rest of the sentence.

Direct Address

Use a comma to separate from the rest of the sentence the name of a person the sentence addresses directly.

Yes, I think it is a good idea.



**Cities and States**

Place a comma between the names of cities and states.

Jake, is this your camera?



Mr Grey, my neighbor, lost his wife two years ago.



I live in Palm Springs, California.



**Dates**

Place a comma between the day and the year in a date.

My birthday is July 22, 1980.

