

# 10.8. Rules Colons and Semicolons

Name \_\_\_\_\_ Date \_\_\_\_\_ Period \_\_\_\_\_

## Rules on Punctuation

Write one sentence to imitate the syntax structure using the appropriate punctuation.

### SEMICOLON AND COLON RULES

#### SEMICOLON RULES

**1. Semicolons combine independent clauses closely related.**

Independent clause; independent clause. ;|.

Call me tomorrow; I will give you my answer then.


**2. Use a conjunctive adverb to transition between two independent clauses and a semicolon: *furthermore, however, nonetheless, also, for example, moreover, consequently, etc.***

Mary ate dinner; **however**, she was hungry an hour later.

Mary's dinner was made with several spices; **for example**, the chicken was sprinkled with Cayenne pepper.


**3. Use the semicolon to separate units of a series when one or more of the units contain commas.**

Example:

This conference has people who have come from **Boise, Idaho; Los Angeles, California; and Nashville, Tennessee.**

My heroes are **Batman, who combines brains and brawn; Captain Picard, who commands respect; and Wiley Coyote, who never gives up.**


#### COLON RULES

**4. Use a colon when the second sentence explains the first.**

- There is only one thing left to do now: **confess while you still have time.**
- Flight attendants must explain aircraft safety features prior to take-off: **they show**
- **passengers how to properly use seat belts, oxygen masks, and emergency exits.**


**5. Use a colon to separate an independent clause from a quotation (often of a rather formal nature) that the clause introduces:**

- The acting director often used her favorite quotation from Shakespeare's *Tempest*: "We are such stuff as dreams are made on; and our little life is rounded with a sleep."
- Thoreau ends his essay with a metaphor: "Time is but the stream I go a-fishing in."


### 6. Use a colon for listing things.

You may be required to bring many items: **sleeping bags, pans, and warm clothing.**

I want the following items: **butter, sugar, and flour.**


### 7. Use a colon after a salutation in a business letter.

Dear Mr. Carter:

Dear Mr. Ryder:


### 8. Use a colon after an independent clause to highlight a single word.

- Thomas King's writing can be summed up in one word: brilliant.
- I love the beach for one reason only: relaxation.


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