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Commas and Quotation Marks: Inside or Outside?

Commas always go inside quotation marks in the United States when the comma follows the text in quotation marks.

Example: “We can ask my mother,” said Elizabeth, “she’ll understand.”

Note the comma after Elizabeth. It is outside the quotation mark because it does not follow any quoted text.

Rewrite each sentence below, adding commas in the correct places.

1. “You are looking in the wrong direction,” said the detective. ✓
2. His favorite old television shows are “I Love Lucy,” “Batman,” and “Bonanza.”
3. “If you want to go outside,” said Mrs. Clark, “you must wear your raincoats.” ✓
4. “Yes, it’s an important clue,” replied Vance, “but more important is the time of the call.” ✓
5. “Rarely,” the doctor observed, “has anyone survived such a fall.” ✓
6. At camp we sang “Daisy, Daisy,” “Oh! Susannah,” and “Skip to My Lou.”

Hi, Cici. Regarding to exercises 2&6, though there are quotation marks, they are not words or sentences that some people said, but actually a series of items. Please see the picture I attached in the next page, which explains the usage of comma in this case.

Grammar Rule

If FANBOYS connect items in a series, use commas between each item.

The accounting department will probably recommend cupcakes, celery sticks, **and** water.



Name _____ Commas

Commas and Quotation Marks

DIRECTIONS: Read each sentence. Add commas where necessary.

1. "Wait," Janice said. "I think I have an idea." ✓
2. "Margaret," Jim said, "I think we need to talk." ✓
3. When we were within earshot, I called out, "Kimberly! You forgot your backpack!" ✓
4. "I love fall," Mrs. Winter proclaimed. "It is my favorite season." ✓
5. "Without any evidence," the detective added, "there can be no conviction." ✓
6. "Excuse me," the man asked. "Is anyone sitting here?" ✓
7. "Let me know when you are ready to order," said the boy behind the counter. ✓
8. "If you like these bracelets," Carrie said, "you should see my matching earrings." ✓
9. "If Jill borrows your bike," Harry told me, "then you can borrow mine." ✓
10. The policeman called out, "Use the crosswalk!" ✓
11. "Fortunately we weren't late," my mother commented. ✓

Great Job!



Using Commas

Read each sentence below. If the commas are used correctly, write the letter of the usage rule(s) on the line. Some sentences have more than one correct answer. If they are used incorrectly, write an X on the line.

Use a comma:

- A. To separate items in a list
- B. To separate two independent clauses connected by *and*, *but*, *or*, *nor* or *for*.
- C. To set off an introductory word, or series of prepositional phrases
- D. To set off the name of a person to whom you are speaking.
- E. With direct quotes



X
XS
ESC
DSE
ESX
ESI
BS
X
ESC
DS
DSE
XS
ESB
EX
DYE
BS
AS
CS

1. "James, I would like for you to mow the lawn", Mom said. ✓
2. We ate popcorn, candy and peanuts at the movies. ✓
3. "At the turn of the century, I lived in Paris." ✓
4. "I won't stand for it," Jill declared.
5. There were ribbons, on the package.
6. In the summer, in the winter, in the spring, we are together.
7. I wanted to go, but my mother wouldn't let me. ✓
8. At the party he refused, to dance, even though I asked him. ✓
9. It was a big room, filled with floating balloons.
10. "Kevin, can you please help me?" ✓
11. "I thought I would never see you again," George cried.
12. Make sure you pack shoes, shorts, sweats, and a jacket. A
13. I wasn't sure about it, but then they told me I got the job.
14. The first group to have a picture taken, was the bridal party.
15. "I baked the cake," Ann said, "and I ate it too."
16. She neither wants to stay, nor is she required to. ✓
17. The music included rock, country, and hip hop selections. ✓
18. She moved onto the dance floor, arms in the air, singing. ✓

Commas and Coordinating Conjunctions

Coordinating conjunctions join two independent clauses to make a compound sentence. The coordinating conjunctions are *for, and, nor, but, or, yet, and so* (FANBOYS). A comma is used to combine the two independent clauses together.

EXAMPLE: Independent clause, and independent clause.

DIRECTIONS: Read each sentence. Add commas where necessary. Underline the independent clauses in each sentence.

1. It was a beautiful day, so Derek decided to ride his bicycle.
2. We wanted to have pizza for dinner, but we couldn't afford to buy one.
3. My mother wants to stay home with me, but she has to go to work.
4. I did everything I could, yet I still couldn't find my dog.
5. I will either play football, or I will play soccer.
6. Marcie plays the piano, and she also plays the flute.
7. We were going to go to the water part, but it rained.
8. You may sit on the sofa, or you may stand.
9. Do you prefer a puppy, or would you rather have a kitten?
10. Mike found a lost parakeet, and he took the parakeet to the humane society.
11. Roger would have come to the party, but he was sick.
12. Pam is buying a dress, for Patrick asked her to the dance.
13. That frog is going to hop away, or he is going to sit still.

To help you remember the coordinating conjunctions, think of the words "FAN BOYS".



Good job, Cici. You've used comma correctly in all these sentences, which is awesome! Here please notice that in all these compound sentences, there are two independent clauses connected by one of the coordinating conjunctions (FANBOYS).

Using Commas With Coordinating Conjunctions

Name: _____

Coordinating conjunctions join two independent clauses to make a compound sentence. Use a comma between the first independent clause and the coordinating conjunction. **Example:** *My brother likes the mountains, but I like the beach.*

To help you remember the coordinating conjunctions, think of the words "FAN BOYS".



For And Nor But Or Yet So



Combine the sentences using a comma and a coordinating conjunction.

1. I don't want to argue with you. I don't want to give in.

I don't want to argue with you, and I don't want to give in. ✓

2. She had a lot of friends. She was a friendly girl.

She had a lot of friends, and she was a friendly girl. ✓

3. I had a cute puppy. I lost him.

I had a cute puppy, but I lost him. ✓

4. He studied for the test. He got a good grade.

He studied for the test, and he got a good grade. ✓

5. Jim can boil eggs. Sally can make toast.

Jim can boil eggs, and Sally can make toast. ✓

6. We can go to Disneyland. We can go to Sea World.

We can go to Disneyland, or we can go to Sea World. ✓

7. Dan moved to Michigan. He moved home again.

Dan moved to Michigan, and he moved home again. ✓

8. They didn't want to be late. They hurried.

They didn't want to be late, so they hurried. ✓

9. Jill runs a mile every day. She swims on Fridays.

Jill runs a mile every day, and she swims on Fridays. ✓

10. You can choose vanilla ice cream. You can choose chocolate.

You can choose vanilla ice cream, or you can choose chocolate. ✓