

# **Transitional Words**

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Jake woke up late. He threw on his clothes. His socks didn't match. He got to class. He realized he had no notebook. He pretended to write. The professor stared at him. Jake accidentally grabbed a can of cat food from his dorm shelf. His friends laughed loudly. They found it hilarious. Jake gave up and stole fries from their trays. His phone rang. Everyone glared at him. "Hi, Mom," he whispered. Back in the dorm he discovered his blanket was missing. Jake gave up and decided to sleep without a blanket.

Jake woke up late, **so** he threw on his clothes. **Unfortunately**, his socks didn't match. **When** he got to class, he realized he had no notebook. **As a result**, he pretended to write. **However**, the professor stared at him. **During lunch**, Jake accidentally grabbed a can of cat food from his dorm shelf. His friends laughed loudly **because** they found it hilarious. **Eventually**, Jake gave up and stole fries from their trays. **Later** in class, his phone rang. **Consequently**, everyone glared at him. "Hi, Mom," he whispered. **Back in the dorm**, he discovered his blanket was missing. **Finally**, Jake gave up on the day and decided to sleep without a blanket.

## **Transitional Words:**

Transition words are words that help writing move smoothly from one topic to another without confusing the reader.

1. Joining Words / Coordinating Conjunctions
  2. Subordinating Conjunctions / Dependent words
  3. Adverbial Conjunction
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## **Independent clause**

- An independent clause is a group of words that can stand alone as a sentence.
- It has both a subject and a verb and forms a complete thought

## **Dependent clause / Subordinate clause**

- A sentence starting with a dependent word cannot stand alone.
- They must be attached to an independent sentence that makes sense without any help.

**Independent clause**

**Dependent clause**



- ✓ He stopped drinking coffee . He began sleeping better at night.  
**Independent clause**                           **Independent clause**
- ✓ Because he stopped drinking coffee , he began sleeping better at night.  
**Dependent clause**                           **Independent clause**
- ✗ Because he stopped drinking coffee . He began sleeping better at night.  
**Dependent clause**                           **Independent clause**

**Sentence = Subject + Verb + Complete thought**

It leaves us hanging. We expect in the same sentence to find out what happened after the writer stopped drinking coffee.

# Joining Words / Coordinating Conjunction

English has seven coordinating conjunctions :

1. And - Connects equal and similar ideas
2. But- Connects equal but different ideas
3. For - Connects a reason to a result
4. Or - Connects two equal choices
5. Nor - Connects two negative ideas
6. So - Connects a result to a reason
7. Yet - Connects equal and contrasting ideas

When a coordinating conjunction joins two independent clauses (complete thoughts or sentences), use a comma between the clauses.

- *I can't remember the rules, so I need a refresher.*

**Independent Sentence + , + Joining Words + Independent Sentence**

When you're joining an independent clause and a dependent clause (incomplete thought), you don't need a comma.

- *I prefer to write on my laptop **but** edit on paper.*

**Dependent Sentence + Joining Words + Independent Sentence**

**Independent Sentence + Joining Words + Dependent Sentence**

and, but, for, or, so, yet, nor

1. We developed our thesis outline early, \_\_\_\_\_ we needed to plan ahead.
2. I am contacting our stakeholders, \_\_\_\_\_ Chris is writing the initial report.
3. The first test did not yield significant results, \_\_\_\_\_ did it contribute to the study.
4. Chris and I faced an initial setback, \_\_\_\_\_ we determined an alternative method.
5. I could conduct surveys, \_\_\_\_\_ I could gather the qualitative data.
6. This was a challenging new approach, \_\_\_\_\_ we persevered.
7. Our methods took a different direction, \_\_\_\_\_ we met with our advisory team.

and, but, for, or, so, yet, nor

1. We developed our thesis outline early, **for** we needed to plan ahead.
2. I am contacting our stakeholders, **and** Chris is writing the initial report.
3. The first test did not yield significant results, **nor** did it contribute to the study.
4. Chris and I faced an initial setback, **but** we determined an alternative method.
5. I could conduct surveys, **or** I could gather the qualitative data.
6. This was a challenging new approach, **yet** we persevered.
7. Our methods took a different direction, **so** we met with our advisory team.

## Subordinating conjunctions / Dependent words

A subordinating conjunction is a word or phrase that links a dependent clause to an independent clause.

When the subordinating conjunction appears in the beginning of a complex sentence, a comma is used after the dependent clause but not the subordinating conjunction itself.

- Because he stopped drinking coffee , he began sleeping better at night.

**Subordinating conjunctions + Dependent clause + , + Independent clause**

When a subordinating conjunction is used in the middle of a sentence, there is no need for a comma to be used.

- He began sleeping better at night because he stopped drinking coffee.

**Independent clause + Subordinating conjunctions + Dependent clause**

## Dependent words / Subordinating conjunctions

### **Cause-and-effect relationship :**

As, since, though, due to, provided that, because of, unless.

### **Transition of time or place :**

once, while, when, whenever, where, wherever, before, after

### **Common subordinating conjunctions :**

After, although

Once, only, only if

As, as if, as long as, as much as, as soon as, as though

Provided that

Because, before, by the time

Since, supposing

Even if, even though,

Than, that, though, till

If, in case, in order that, in the event that

Unless, until

Lest

When, whenever, where, whereas,

Now that

wherever, whether or not, while

## If, while, when, since, as soon as, even though, unless, though, before, after

1. \_\_\_\_\_ Deepa reached home, she called to let me know .
2. \_\_\_\_\_ she had paid all the bills, the system showed that she had some due payments to be done.
3. \_\_\_\_\_ you do not find it interesting, it is okay.
4. \_\_\_\_\_ I was walking across the street, I saw that the shops were closed.
5. \_\_\_\_\_ she finishes the work given, she cannot go home.
6. \_\_\_\_\_ you make a decision, just take a second opinion.
7. \_\_\_\_\_ he was tired, he agreed to help me out.
8. She knew that there was a nationwide lockdown today \_\_\_\_\_ I told her about it.
9. \_\_\_\_\_ you are done with it, let me know.
10. I think this place will not feel the same ever again \_\_\_\_\_ they demolished the football gallery.

1. As soon as

2. Even though

3. If

4. While

5. Unless

6. Before

7. Though

8. after

9. When

10. since

## Adverbial Conjunction :

An adverbial conjunction is a transition word or phrase that connects two independent clauses.

When you use a transitional word or phrase at the **beginning** of a sentence, place a **comma after** that word or phrase.

- I like to read. **In particular**, books about the African continent arouse my curiosity.

When you use a transitional word to connect **two complete sentences**, place a semicolon at the end of the first sentence followed by the transition word at the beginning of the second sentence with a **comma** after the transition word.

- I have always had a deep interest in Africa; **therefore**, it is not surprising that my personal library contains over five hundred volumes with an African theme.

When you use a transitional word or phrase in the middle of a clause, place a comma before it and after it.

- Several rare volumes of my African collection were damaged in a storm many years ago. I have managed, **nevertheless**, to locate replacements for most of them.

When you use correlative conjunctions (a word that is paired with another word to connect two parts of a sentence: *either ... or; both ... and; not only ... but also.* ), and you are connecting words or phrases, do not place a comma before the second part of the conjunction.

- Out of Africa is **not only** a superbly written book **but also** a breathtakingly spectacular movie.

- **Contrast** - However, Instead, Rather, In spite of, Besides, Anyway, Nonetheless, Nevertheless, Meanwhile
- **Add ideas** - Also, Furthermore, Besides, Additionally, Moreover
- **Comparison / Similar ideas** - Similarly, Likewise, Alternatively
- **Emphasize**- Indeed, Certainly, Undoubtedly, Of course
- **Cause and effect** - Consequently, Otherwise, Accordingly, Then, Therefore, Thus, Finally, Hence
- **Summary** - Finally, All in all, In conclusion, Briefly
- **Illustrate** - For instance, For example, Namely
- **Sequence** - First, Next, In addition, Finally
- **Time** - Lately, Beforehand, Now, Since

## **But, Since, Moreover**

1. I've not finished reading it , \_\_\_\_\_ I left it at Steve's house.
  
2. I've not finished reading it \_\_\_\_\_ left it at Steve's house.
  
3. \_\_\_\_\_ I left it at Steve's house , I've not finished reading it.
  
4. I've not finished reading it \_\_\_\_\_ I left it at Steve's house.
  
5. I've not finished reading it ; \_\_\_\_\_ , I left it at Steve's house.
  
6. I've not finished reading it . \_\_\_\_\_ , I left it at Steve's house.
  
7. I've not finished reading it. I , \_\_\_\_\_ , left it at Steve's house.

1. I've not finished reading it , but I left it at Steve's house.
2. I've not finished reading it but left it at Steve's house.
3. Since I left it at Steve's house , I've not finished reading it.
4. I've not finished reading it since I left it at Steve's house.
5. I've not finished reading it ; moreover , I left it at Steve's house.
6. I've not finished reading it . Moreover , I left it at Steve's house.
7. I've not finished reading it. I , moreover , left it at Steve's house.

## **Similarly, therefore, and , because , for example, furthermore, so**

1. You need to help with the housework ; \_\_\_\_\_ , I need a vacation.
2. Bring Squiggy something he'll like ; \_\_\_\_\_ , he likes chocolate mousse and cheesecake.
3. We will , \_\_\_\_\_ , double our practice schedule.
4. You need to clean your room before you go to the movie \_\_\_\_\_ get cracking!
5. Jimmy threw a rock at the beehive , \_\_\_\_\_ all the kids got stung.
6. Mandy practices piano all day . \_\_\_\_\_ , you can't tear Brandon away from his violin.
7. I cooked Sammy's favorite dinner \_\_\_\_\_ he wouldn't come out of his room.

**Similarly, therefore, and , because , for example, furthermore, so**

1. You need to help with the housework ; **furthermore**, I need a vacation.
2. Bring Squiggy something he'll like ; **for example**, he likes chocolate mousse and cheesecake.
3. We will , **therefore**, double our practice schedule.
4. You need to clean your room before you go to the movie **so** get cracking!
5. Jimmy threw a rock at the beehive , **and** all the kids got stung.
6. Mandy practices piano all day. **Similarly**, you can't tear Brandon away from his violin.
7. I cooked Sammy's favorite dinner **because** he wouldn't come out of his room.

## **Categories of transitional words :**

1. Agreement / Addition / Similarity
2. Opposition / Limitation / Contradiction
3. Cause / Condition / Purpose
4. Examples / Support / Emphasis
5. Effect / Consequence / Result
6. Conclusion / Summary / Restatement
7. Time / Chronology / Sequence
8. Space/ location/ place

## 1. Agreement / Addition / Similarity

- Express agreement with the previous statement/line
  - *He asked if he might record the interview , **in addition**, to taking notes.*
- Add more information
  - *They said they were going to go to the park **and** buy an ice cream*
- Link similar ideas.
  - *He is a great listener. **Likewise**, his friend is also good at listening."*

in the first place	by the same token	moreover
not only ... but also	again	as well as
as a matter of fact	to	together with
in like manner	and	of course
in addition	also	likewise
coupled with	then	comparatively
in the same fashion / way	equally	correspondingly
first, second, third	identically	similarly
in the light of	uniquely	furthermore
not to mention	like	additionally
to say nothing of	as	
equally important	too	

## 2. Opposition / Limitation / Contradiction

- Signal a shift in thought, presenting an alternative viewpoint or opposing idea.
  - *Many believe that A was the better footballer. Although this may be true, it was B who lifted the World Cup.*
- Limitations
  - *Tony Blair won the 1997 general election in a landslide, albeit with the help of Rupert Murdoch's Sun newspaper.*
- Introduce a contrast or contradiction to the previous statement or idea.
  - *He said he would take his friend on a holiday. However, he took his grandma instead.*

although this may be true	in reality	instead
in contrast	after all	whereas
different from	but	despite
of course ..., but	(and) still	conversely
on the other hand	Unlike	otherwise
on the contrary	or	however
at the same time	(and) yet	rather
in spite of	while	nevertheless
even so / though	albeit	nonetheless
be that as it may	besides	regardless
then again	as much as	notwithstanding
above all	even though	
	although	

### 3. Cause / Condition / Purpose

- To find the reason behind why the first half of a sentence or paragraph exists.
  - *John said he would be happy to come to the theme park, **in the event that** David can no longer make it.*
- Setting the conditions necessary for a particular outcome.
  - *I said I would take David's place on the trip to the theme park **if** I'm paid in time.*
- The reason for which something is done or created or for which something exists.
  - *I'm going to have to drop out of our theme park trip, **due to** having to look after my nephews.*

in the event that	seeing / being that	While
granted (that)	in view of	lest
as / so long as	If	in case
on (the) condition (that)	... then	provided that
for the purpose of	unless	given that
with this intention	When	only / even if
with this in mind	whenever	so that
in the hope that	While	so as to
to the end that	because of	owing to
for fear that	As	as much as
in order to	since	due to

## 4. Examples / Support / Emphasis

- Provide examples
  - *I don't like the new decor in the living room. To put it another way, 'either that wallpaper goes or I do.'*
- To strengthen arguments backing it up by statistics, references or external individual
  - *Most people agree that this new wallpaper is very fashionable, including Tom, who studied interior design.*
- Highlight important details, put extra emphasis on parts of a sentence.
  - *I've painted over the wallpaper with a great new tone of paint. In fact, the store assistant said this colour was a bestseller when I bought it*

in other words	on the negative side	surprisingly
to put it differently	with this in mind	frequently
for one thing	notably	significantly
as an illustration	including	particularly
in this case	like	in fact
for this reason	to be sure	in general
to put it another way	namely	in particular
that is to say	chiefly	in detail
with attention to	truly	for example
by all means	indeed	for instance
important to realize	certainly	to demonstrate
another key point	surely	to emphasize
first thing to remember	markedly	to repeat
most compelling evidence	such as	to clarify
must be remembered	especially	to explain
point often overlooked	explicitly	to enumerate
to point out	specifically	
on the positive side	expressly	

## 5. Effect / Consequence / Result

- Effect
  - *The price of eggs has gone up, and for this reason, I'll be not buying eggs from now on.*
- Consequence
  - *The price of eggs has gone up, hence why there are so many cartons are left on the shelves.*
- Outcome of a certain action or event.
  - *Nobody was buying the eggs, so therefore they lowered the price again*

as a result	thus	thereupon
under those circumstances	because the	forthwith
in that case	then	accordingly
for this reason	hence	henceforth
in effect	consequently	
for	therefore	

## 6. Conclusion / Summary / Restatement

- Conclusion
  - *The quality of fries from both Burger King and McDonald's is very high. But, all things considered, I believe that McDonald's are the best in this area.*
- Summary
  - *In summary, the report suggests that we need to improve our marketing strategy.*
- State something again or differently
  - *While the superiority of both Burger King and McDonald's fries is up for debate, ultimately a scoop of ice cream would be my preferred choice any day.*

as can be seen	in fact	usually
generally speaking	in summary	by and large
in the final analysis	in conclusion	to sum up
all things considered	in short	on the whole
as shown above	in brief	in any event
in the long run	in essence	in either case
given these points	to summarize	all in all
as has been noted	on balance	Obviously
in a word	altogether	Ultimately
for the most part	overall	Definitely
after all	ordinarily	

## 7. Time / Chronology / Sequence

Function of limiting, restricting, and defining time. They can be used either alone or as part of adverbial expressions

- Indicate the timing
  - *He may enjoy buying a cup of coffee each morning, but sooner or later those expenses will catch up with him.*
- Chronology
  - *He got a large telephone bill, and hasn't bought a cup of coffee since.”*
- Sequence of events.
  - *He must've been spending £10 on coffee per day prior to receiving his phone bill.*

at the present time	all of a sudden	hence	further
from time to time	at this instant	since	during
sooner or later	first, second	when	in time
at the same time	immediately	once	prior to
up to the present time	quickly	about	forthwith
	finally	next	straightaway
to begin with	after	now	by the time
in due time	later	formerly	whenever
as soon as	last	suddenly	until now
as long as	until	shortly	now that
in the meantime	till	henceforth	instantly
in a moment	since	whenever	presently
without delay	then	eventually	occasionally
in the first place	before	meanwhile	

## 8. Space/ location/ place

Many transitional words in the time category (*consequently; first, second, third; further; hence; henceforth; since; then, when; and whenever*) have other uses.

Except for the numbers (first, second, third) and further

- They add a meaning of time in expressing conditions, qualifications, or reasons.
- The numbers are also used to add information or list examples.
- Further is also used to indicate added space as well as added time.

These transition words are often used as part of adverbial expressions and have the function to restrict, limit or qualify space.

in the middle	in front of	in the distance
to the left/right	on this side	here and there
in the foreground	near	between
in the background	above	before
in the center of	below	alongside
adjacent to	down	amid
opposite to	up	among
here	under	beneath
there	further	beside
next	beyond	behind
where	nearby	across
from	wherever	
over	around	