**2. Comma**

In ielts punctuation rules, Comma is symbolized by (,).A comma is used in various contexts like

**a) Separating clauses.**

For example,

Unlike the other day, the sun is shining today.

The girl, who was seen crying for her parents, has reunited with them.

**b) After sentence initial adverbs**

Occasionally, she would drink a few pegs of alcohol.

Usually, it’s a busy street.

**c) When listing more than two things in a sentence.**

For example,

I need sprouts, sausages, eggs and coffee for breakfast.

The country needs social, political, financial and environmental reform.

**d) When using multiple adjectives to modify a noun.**

For example,

The quick, brown fox jumped over the wall.

It was a bright, sunny day.

**e) While using numbers more than 3 digits.**

1,000

For example, **3,98,764**

**f) While quoting someone, use a comma before the quotation marks.**

For example,

He asked anxiously, “**Aren’t we getting late?**”

The butcher exclaimed, “**This is too much workload**”

**g) Always use a comma and a conjunction when joining two independent clauses.**

It was raining, but I reached on time.

For example,

Can you come, or should I go?

**h) While adding adjuncts. Adjuncts are optional additional information and are to be preceded and followed by commas.**

For example,

Ramesh, who is a good painter, is coming to town today.

My friend, whom I last met 10 years, is going to get married.

**i) While writing an address (in listening)**

54/1, Baker’s Street

202, Green House, Ameerpet

### 5. Semicolon

One of the most underrated and underused punctuation rules in ielts is the semicolon. The semicolon, symbolized with (;) can be to join two closely related sentences together, but we seldom use it.

For example,

I watched a movie; it had an amazing storyline.

I have an exam tomorrow; I can’t party tonight.

### 6. Colon

In ielts punctuation rules,Colons, symbolized by (:) are majorly used to introduce item(s).

For example,

### a) Introducing single item

The highest revenue earning movie ever made in India: Bahubali.

His greatest dream: To visit Vienna.

### b) Introducing a list of items

The following factors are responsible for language learning: attitude, right training, age and motivation.

Tea is made up of the following: water, tea leaves, milk and sugar.

### 8. Quotation mark

In ielts punctuation rules, Quotation mark is symbolized by (“”) and is used in the following two contexts:

### a) Quoting someone’s speech as it is.

For example, Jerry asked, “Why haven’t you started yet?”

The sergeant said, “We are not supposed to disclose any details of an ongoing case.”

### b) Referring to a title.

I was “Merchant of Venice” yesterday.

Please watch the “Criminal Minds”; it is amazing.