**Conjunction:**

A conjunction is one of the parts of speech and functions as a connector between two words, phrases, clauses or sentences. The correct use of conjunctions helps us to have natural flow and rhythm in our oral and written communication. By using them, better sentences are created in any type of writing such as academic writing, business writing, technical writing and professional writing. Use them carefully and sparingly.

1. **Coordinating conjunctions:**

Coordinating conjunctions are the most common form of conjunctions. They are used in every sentence or paragraph in some form or another. There are **seven coordinating** conjunctions in total. To remember the seven coordination conjunction, there is a very simple mnemonic that can help you to remember them: FANBOYS.

**F – for** I have to be on time for my teacher . will be annoyed

**A – and** My car has a radio and a CD

player.

**N – nor**  Sheetal hates to listen to band

. music, nor will she tolerate Bangra music

**B – but** He was on time, but everyone else

was late.

**O – or** Do you like chocolate or vanilla

ice cream better? **Y – yet** My brother is afraid of heights, yet he appreciates the view from the top of this building.

**S – so** I have to go to work at eight A.M, so I’m

waking up early.

1. **Correlative conjunctions:**

A correlative conjunction, as its name implies, is a pair of conjunctions that are joined together to combine two relative parts of speech. Correlative conjunctions often function as comparative devices. The following are the primary correlative conjunctions in the English language:

**not only… but also :**    He was not only mean, but also rude.

**neither…nor** : There was neither fun nor excitement.

**both…and**   : He was both pleased and surprised.

**whether…or :**   He was not sure whether he was winning or losing.

**not…but :**    They did not want to waste the day, but they stayed inside.

**both….and :** I’ve been to both Delhi and Agra.

**not only….but also** : I like not only North Indian food but also South Indian food.

**Either….or:** Either you travel by your car or by a Taxi to reach there in time.

**as……as**: He is as tall as his elder brother.

There are many pairs of correlative conjunctions. Many of the most commonly used pairs are: **as… as, both…. and, either ….. or, hardly… when, if…. then, just as… so, neither…. nor, not only…… but also, no sooner ….. than, not…. but, rather ….. than, scarcely …. when, whether …… or**

1. **Subordinate Conjunctions:**

Subordinate conjunctions make clauses [*dependent*](https://dev-www.crowdcontent.com/resources/writer/university/grammar/sentences/), so an independent clause is needed as well. There is only one rule to remember about using subordinate conjunctions: A subordinate conjunction performs two functions within a sentence. First, it illustrates the importance of the independent clause. Second, it provides a transition between two ideas in the same sentence. The transition always indicates a ***place, time,* or *cause and effect*** relationship.

For example: We looked in the Almirah *where* Reghu often hides his mobile phone*.*

**although:** *Although* he worked hard, he failed.

**because:** Amit is happy *because* his friends invited him for dinner.

**since:** Roopa is sad *since* she heard a bad news.

**unless :** *Unless* you work hard you will not succeed in your endeavours.

when: *When* I entered my home, my dog came running towards me.

**while***: While* I was reading a book my brother entered my room.

There are many **subordinating conjunctions**. The most commonly used ones are: **after, although, as, as soon as, because, before, by the time, even if, even though, every time if, in case, now that, once, since, so that, unless, until, when, whenever, whether or not, while etc.**