

WHERE DOES THE COMMA GO?

NOTE: Commas are often left out if there is little chance of misinterpretation.

1. A comma (,) after items in a list and before the last item.
 - a. I need to buy some milk eggs and ice cream.
 - b. We will visit San Francisco Los Angeles and San Diego.
 - c. You can use water milk or cream in the recipe.

2. A comma between two complete sentences that are joined by a conjunction.
If there is no conjunction, you would use a semicolon (;).
 - a. I am happy and he is sad.
 - b. She can go but her brother cannot.
 - c. He is bringing chicken so I am bringing a pie.

3. A comma after an introductory grouping of words that is lesser in importance than the main sentence or main expression. This grouping may indicate a rearrangement of the usual order of words.
 - a. After we eat we are going to watch a movie.
 - b. Next to the school they built a shopping center.
 - c. Because it is raining I need to bring an umbrella.
 - d. In other words she wanted us to stop by before we left.
 - e. If it rains we will not go. *B.E. does not insert a comma.*

4. A comma before and/or after extra information that is inserted into a sentence or tagged onto the end of a sentence.
 - a. The swimming pool which was built fifty years ago is in need of repair.
 - b. We are going to have an English test not a French test tomorrow.
 - c. There was no reason since the test was easy for them to cheat.
 - d. I bought some hiking boots which were on sale. *"which" vs. "that"*