

Comma Basic Uses

- Use a comma before a conjunction (*and*, *but*, *for*, *nor*, *or*, *so*, and *yet*) to join two independent clauses.
- Use a comma after an introductory clause or phrase.





- Use a comma to separate each item in a series.
- Use a comma to set off direct quotations.

- Use commas with dates, addresses, titles, and numbers.
- To shift between the main discourse and a quotation, use a comma.







cwe@ksu.edu.sa





Purdue Writing Lab. (n.d.). Commas: Quick rules // Purdue Writing Lab; The Writing Lab & The OWL at Purdue and Purdue University. https://owl.purdue.edu/owl/general_writing/punctuation/commas/index.html.

S. Alrashed, 2021