

Semicolon Rules

Use a semicolon when connecting two independent clauses WITHOUT a coordinating conjunction.

It is raining today; the garden will get some necessary water.

I saw a rabbit in the yard; it scurried away as soon as I drove up to the house.

Use a semicolon before the conjunctive adverb when connecting independent clauses.

We lost our car keys at the amusement park; therefore, we had to take a taxi home.

Getting regular exercise is a great way to start your day; moreover, it is healthy for your heart.

Use a semicolon in a series or list if the elements have internal punctuation.

Sally traveled to Paris, France; London, England; Rome, Italy; and Madrid, Spain on her trip to Europe.

The fruit salad contained small, sweet grapes; ripe, juicy pineapple; and delicious strawberries.

Colon Rules

Use a colon to introduce or draw attention to a list, a noun/noun phrase, a quotation, or an example.

We bought the following items at the supermarket: fruits, vegetables, water, and milk.

The little girl received her favorite toys for Christmas: crayons and coloring books.

Anne Frank said it best: "In spite of everything, I still believe that people are really good at heart."

Some people forget the true meaning of the holiday seasons: family, friends, and love.

***DO NOT use a colon between a verb and its object or complement.**

***DO NOT use a colon between a preposition and its object.**

***DO NOT use a colon after "such as," "including," "especially," etc.**

The general rule of correct colon usage is that everything that comes before a colon must be able to stand by itself as a complete sentence.

Use a colon with numbers: to separate units of time, ratios, and Bible verses and chapters.

Time = 6:10:24 (six hours, ten minutes, twenty-four seconds)

Ratios = 2:1 (two to one)

Bible = Matthew 1:1-10 (the Gospel of Matthew, Chapter 1, verses 1 through 10)

Use a colon to separate titles and subtitles.

Our class read a dramatic adaptation of the book *Anne Frank: The Diary of a Young Girl*.

Because she loves fantasy, her favorite movie is *Lord of the Rings: The Fellowship of the Ring*.