Commas – Basic Lesson 1: Commas After Introductory Elements
“First Things First”

Sentences often begin with a little something extra – a word that doesn’t quite flow with the rest of the sentence. Sometimes that word is the name of the person you are talking to.
   Example: Chandler, I would like to buy your ferret.

Sometimes it is a word like well, oh, or however – something that doesn’t quite flow with the rest of the sentence.
   Example: Well, I guess I’d like to try frog legs.

To show that a word is extra, it is set off with a comma. That means, of course, that the comma goes after the word.
   A few more examples: Maravella, would you marry me?
   Yes, I would love to marry you.
   Well, maybe I could marry you. Let me think about it.
   Sam, it is possible that I may marry you. Let me think about it a few months.
   Incidentally, Tyrone asked me to marry him last week.
   No, I wouldn’t marry you if you were the last man on Earth.

Punctuate – You try!
Directions:
   • Add commas as needed to the sentences below. (If a sentence doesn’t need a comma, don’t add one.)

1. Well I for one do not know any stand-up librarians.
2. Sadly he took his bassoon and went home.
3. No there’s nothing wrong with Aunt Louise.

Write your own
Directions:
   • Write two sentences of your own, each beginning with an introductory word that needs to be set off with a comma.
   • Choose from these introductory words: however, Tammy, yes, Jake, reluctantly, besides, happily, no, why, my.

1. _______________________________________________________________________________________________
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2. _______________________________________________________________________________________________
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Commas – Basic Lesson 2: Commas After Introductory Elements

“Short Stuff”

Many sentences begin with introductory “stuff” that doesn’t quite flow with the rest of the sentence. Sometimes the “stuff is a short group of words called a phrase or a clause. An introductory phrase or clause is set off from the rest of the sentence with a comma.

Examples:
- **In the back of the refrigerator**, a moldy jar of mayonnaise sat beside a plate of green-ish looking pork chops.
- **After sitting through five classes**, Zachary didn’t really want to go with his father to a lecture called “Fun with Calculus.”

Punctuate – You Try!
Directions:
- Add commas as needed to the sentences below. (If a sentence doesn’t need a comma, don’t add one.)

1. Oddly enough I’ve grown fond of milk toast.
2. Practically speaking I wouldn’t own a blender if my life depended on it.
3. Although he denies it I’m not at all surprised that Paul ate your jello.

Write your own
Directions:
- Write two sentences about something that is green, using any of these introductory clauses:
  - Just for kicks, strangely enough, without thinking, in the middle of the day, in the middle of our dinner, in the middle of the pond, after eating our dinner

1. _______________________________________________________________________________________________
2. _______________________________________________________________________________________________

A CAUTIONARY TALE:

THE CORRECT USE OF COMMAS.

WELL DONE STEAK.

WELL DONE, STEAK.
Introductory phrases and clauses can be short, like *By the way* or *When he laughed*. They can also be very long, sometimes even longer than the main part of the sentence.

Example: *By the time Angelo ate all the cheese dip and finished most of the chocolate-covered pretzels in the bowl on the coffee table*, the party was over.

All of the words in bold are part of an introductory clause. The comma separates these words from the main part of the sentence, which is *the party was over*.

Another example:

*If you eat a lot of candy of any kind and never floss or brush your teeth*, your teeth may rot.

**Punctuate — you try!**

Directions:
- Add commas as needed to the sentences below. (If a sentence doesn’t need a comma, don’t add one.)

1. If you ever have a chance to meet my parakeet skip it.
2. While we watched Allison lunge for the aquarium that was about to topple off the table we all held our breath.
3. In the event of a worldwide lettuce shortage eat cabbage.

**Write your own**

Directions:
- Add a long-winded introductory phrases or clause to each of the short sentences below.
- Start your introductory phrase or clause with one of the words below. Be sure to use commas correctly!
  - If, when, while, although, after, because

1. _______________________________________________________________________________________________

2. _______________________________________________________________________________________________

“*I have trouble with punctuation. I just don’t have any comma sense.*”
HOMEWORK: Commas Practice 1  
(Commas – Basic Lessons 1-3)

PART I:
Directions:
- Add commas wherever you think they belong!
- Insert them using the appropriate editing mark:   
  - Example: First off you need to make sure to complete your homework

1. To begin it is clear that Dunkin’ Donuts sells the most delicious donuts.
2. After I gave Cadence her snack she decided that it was a good idea to feed most of it to Abigail.
3. Before going to the mall to buy a new pink and sparkly sweater make sure that you clean your room.
4. Well I guess that I have room for dessert.
5. Fine we can go see the new Thor movie.
6. By the time I finished baking the chocolate-peanut butter blossom cookies the kitchen was an absolute mess.
7. Travis please clean up the living room because Cadence has thrown toys everywhere!
8. No don’t use the plastic golf club to hit the dog.
9. If you ever have a chance to eat at Red Robin make sure that you order the never-ending steak fries with your burger!
10. Therefore it is possible to get an A if you study for the test.
11. Next as noted by the author “Pink is a very happy color.”
12. Cadence please pick up the blocks that you threw all over the living room floor.
13. Abigail don’t eat the food that the baby threw off of her high chair.
14. Of course cupcakes are a delicious dessert that many people like to enjoy.
15. Although I hate running I think I would run if I was being chased.
16. After a long day at work I just want to go home and watch a recorded episode of Duck Dynasty.
17. After two hours of trick-or-treating he decided that he should eat all of his Halloween candy.
18. Because they are so useful and come in so many colors Post-It notes are a fantastic invention.

TURN OVER! DO THE BACK!
PART II:
Write your own – Using an introductory word

Directions:
- Write two sentences of your own, each beginning with an introductory word that needs to be set off with a comma.
- Example: First, she decided to begin baking the brownies.
- Choose from these introductory words: Harry, Finally, Sure, First, Also, In addition, Therefore, Well, Heather

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   _________________________________________________________________

2. _______________________________________________________________________________________________
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Write your own – Using an introductory phrase

Directions:
- Write two sentences of your own, each beginning with an introductory phrase that needs to be set off with a comma.
- Example: Before I started baking the brownies, I had to find the brownie mix.
- Choose from these introductory phrases: After doing my homework, When I am happy, Before the football game, After I finished the project, During the television show, When the party started

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2. _______________________________________________________________________________________________
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Write your own – Using a LONG introductory phrase

Directions:
- Write two sentences of your own, each beginning with an introductory word that begins a long introductory phrase that needs to be set off with a comma.
- Example: Because I couldn’t find the brownie mix in the cupboard where I had last seen it, I had to buy another brownie mix from the grocery store.
- Start your introductory phrase or clause with one of the words below. Be sure to use commas correctly!
  - If, when, while, although, after, because, so, during, before

1. _______________________________________________________________________________________________
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2. _______________________________________________________________________________________________
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