- 3. use after introductory phrase of 9. use to set off five words or more appositives 4. introductory clause Single Comma Paired Commas 2. use (;) to 8. set off nonrestrictive use to separate two modifiers separate indepenindependent clauses separated by a codent clauses without a coordinating 10. set off words or ordinating conjunction phrases that interconjunction use to replace "and," rupt a sentence "or" in series of words set off countries from 6, use after terms of address states, states from cities, streets from cities and 12. years from months, 7. use after sentence adverbs months from days of the week. or transitional terms OTHER MARKS
 - Colon (:)

 Use colon after a complete statement which points to a series, a summation, or an illustration:

 The following things are necessary for good trout fishing: steel rod, reel, flies, and creel.
 - Double Dashes (--) Use when series interrupts flow of sentences:

 The following things--rod, reel, flies, and creel--are necessary to a good fisherman.
 - Parentheses () Use when interruption is complete statement or cannot be easily integrated into the sentence:

His uncle (he was a card player) seldom gambled at home.

-	COORDINATING C	NJUNCTIONS (may precede independent clauses)			
1	and	for	or	yet	
	but	nor	so		
1			The second secon	againment and the contract representative and the de-	

SUBORDINATING CONJUNCTIONS (begin some su			nate clauses)
after	because	than	whenever
although	before	that	where
as	if	though	wherever
as if	in order that	till	while
as long as	provided (that)	unless	why
as soon as	since	until	
as though	so (that)	when	

	RELATIVE PRONOUNS (begin relative subordinate clauses)					
!	who	whom	which	- that		

SENTENCE ADVE	NTENCE ADVERBS		
again	hence	nonetheless	
also	however	otherwise	
besides	indeed	similarly	
consequently	likewise	then	
further	moreover	therefore	
furthermore	nevertheless	thus (etc.)	