

## COMMA USAGE

Using commas can be tricky, especially if you have heard differing opinions on comma usage in the past. However, some rules are always the same. **Use commas:**

When listing a series of items

*I speak English, Spanish, and French.*

*David, Leigh, and Robert want to learn a new language.*

When using a conjunction (and, or, but, nor, for, so, yet) to combine two sentences

Instead:

*Most citizens of Spain and France are members of the Catholic Church.*

To separate a *that* clause from the rest of the sentence

*She told me, that she would like to learn Spanish.*

*She thinks, that it would be a useful skill.*

Instead:

*She thinks that it would be a useful skill.*

To join incomplete sentences with a conjunction

*I want to travel to France, and want to go to Spain.*

*My sister wants to go there, but*

Instead:

*My sister wants*