**I. Colons**

**A colon usually introduces a list. When used in the text of a sentence . . .**

**1) The colon must be a necessary part of the sentence. (If the sentence makes sense without the colon, you don’t need it.)**

**2) A complete sentence must come before the colon.**

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**Which is correct? Why?**

**1) I read three stories yesterday, including: “Flight,” “Barn**

**Burning,” and “Golden Apples.”**

**2) I read three stories: “Flight,” “Burning,” and “Golden Apples.”**

**3) I liked: “Flight,” “Barn Burning,” and “Golden Apples.”**

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**Which is correct? Why?**

**1) Someday, I plan to visit places like: Europe, Asia, and India.**

**2) I plan: to visit my grandma, my aunt, and my sister.**

**3) I plan to visit many people: my grandma, my aunt and my sister.**

**4) I plan to visit many people: my grandma, my aunt, and my sister.**

**Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Colons**

This is a comma  **,** . This is a semicolon  **;** . This is a colon  **:** . A colon usually introduces a list. If the sentence makes sense without the colon, you don’t need it. A **complete sentence** comes before a colon.

Circle the correctly punctuated sentences.

1.

1. I went to school for three things: paper, pens, and pencils.
2. I went to school for: paper, pens, and pencils.
3. I went to the school for three things: paper, pens and pencils.
4. I went to the school to get: paper, pens, and pencils.

2.

A. When I got there, I saw my friends who are: Troy, Kiersten, and Krista.

B. When I got there, I saw: Troy, Kiersten, and Krista.

C. When I got there I saw my friends: Troy, Kiersten, and Krista.

D. When I got there, I saw my friends: Troy, Kiersten, and Krista.

3.

A. My friends wanted me to go to: the library, the bank and the store.

B. My friends wanted me to go to: the library, the bank, and the store.

C. My friends wanted me to go places with them: the library, the bank, and the store.

D. My friends wanted: me to go, to the library, the bank and the store.

4.

A. Tom finds himself wondering why he came: “He couldn’t identify a reason”.

B. Tom finds himself wondering why he: “couldn’t identify a reason” .

C. Tom finds himself wondering: “why he came”.

D. Tom finds himself wondering why he came: “He couldn’t identify a reason.”

5. Write a sentence that includes an introductory phrase and a correctly used colon.

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6. Write your own sentence that includes a list of three or more items and correctly used colon.

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7. Write a sentence that includes a question mark INSIDE end quotation marks.

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8. Write a sentence that includes a question mark OUTSIDE end quotation marks.

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**Colons look like this :**

**They are generally used to introduce a list. When they are used in the text of a sentence . . .**

**1. Colons require a complete sentence before them.**

**2. Colons must be a necessary part of the sentence.**

**NOT correct: “I bought: milk, eggs, and cheese.”**

**NOT correct: “I bought three things, including: milk,**

**eggs, and cheese.”**

**Correct: “I bought three things: milk, eggs, and cheese.”**

**Which is correct?**

**a. I’m talking to: Tom, Sarah, and Elena.**

**b. I’m talking to three people: Tom, Sarah, and Elena.**

**c. Im talking to three people: Tom, Sarah and Elena.**

**d. I’m talking to three people, including: Tom, Sarah,**

**and Elena.**

**Which one is correct?**

**a. Sam had three tests, which were in:**

**Math, Biology, and English.**

**b. Sam had three tests: Math, Biology and**

**English.**

**c. Sam had three tests in: Math, Biology,**

**and English.**

**d. Sam had three tests: Math, Biology, and**

**English.**

**Which one is correct?**

**a. Brown says he: “is sad today.”**

**b. Brown says: “I am sad today”.**

**c. Brown says he is sad: “I am sad.”**

**d. Brown says he is sad: “I am sad”.**

**1. Circle the correctly punctuated sentence.**

**A. I bought three things at the store, including:**

**eggs, milk, and cheese.**

**B. I bought three things at the store including**

**eggs, milk, and cheese.**

**C. I bought three things at the store: eggs, milk,**

**and cheese.**

**D. I bought: eggs, milk, and cheese.**

**E. I bought three things at the store: eggs, milk**

**and cheese.**

**2. Circle the correctly punctuated sentence.**

**A. I have three brothers who are: Troy,**

**Mark, and Sam.**

**B. I have three brothers; Troy, Mark, and Sam.**

**C. I have three brothers: Troy, Mark, and Sam.**

**D. I have three brothers who are: Troy, Mark**

**and Sam.**

**E. I have three brothers: Troy, Mark and Sam.**