

Name _____

Punctuation

You have already learned about punctuation such as commas, quotation marks, and end marks. Here are some other kinds of punctuation.

- A **colon (:)** is used to separate hours and minutes in expressions of time. It is also used after the salutation in a business letter.

10:30 A.M. 9:15 P.M. Dear Ms. Glover: Sir:

- A **hyphen (-)** is used in some compound words. Two common uses are numbers from twenty-one to ninety-nine and compound words that are thought of as one word.

old-time music best-known book forty-nine five-year-old boy

- A **semicolon (;)** can be used to join two independent clauses instead of a comma and a conjunction.

Jazz is a mixture of different types of music; New Orleans was its birthplace.

- **Italics** or **underlining** is used for titles of books, newspapers, magazines, and works of art. Because you cannot write italics, underline titles in your writing.

the *Chicago Tribune* (newspaper) *Time for Kids* (magazine)

or the Chicago Tribune Time for Kids

- A **dash (—)** sets off information or a comment that interrupts the flow of a sentence.

Jazz had developed many styles—bebop and Dixieland, for example—by the 1940s.

Directions Rewrite each sentence on the lines. Add punctuation where it is needed.

1. Jinny is writing a how to book titled You Can Do Most Anything.

2. The first show is at 800 P.M. the second is at 1030 P.M.

3. Cuthbert we call him Chip is my best friend.

4. Mae made a last minute effort to learn twenty two songs.



Home Activity Your child learned about punctuation. Have your child explain and model a use for colons and semicolons.

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Directions Add the punctuation named in () to make the meaning of the sentence clear. Write the sentence.

1. A clarinet is a woodwind instrument it makes sounds when air vibrates inside it. (semicolon)

2. Woodwinds were once made of wood now they are also made of other materials. (semicolon)

3. The after school program will show the movie Music Man at 300 P.M. (hyphen, underlining, colon)

Directions Add punctuation to the following paragraph to make it clear. Rewrite the paragraph.

The clarinet is a single reed woodwind instrument. Its thin, flat reed is attached to the mouthpiece. The clarinet player takes the mouthpiece in her mouth and blows then the reed vibrates against the mouthpiece. Vibrating air is pushed through the straight, tube shaped instrument. Fingers press keys to open and close holes. A good clarinet player that's not me yet can make a wide range of smooth sounds.



Home Activity Your child learned how to use punctuation in writing. With your child, write a letter to a music store asking about a special CD. Be sure your child includes appropriate punctuation marks.

Name _____

Punctuation

Directions Mark the name of the punctuation mark that matches the definition.

- | | |
|--|---|
| <p>1. Used to join two independent clauses</p> <p>A colon</p> <p>B dash</p> <p>C semicolon</p> <p>D hyphen</p> | <p>3. Used in some compound words</p> <p>A italics or underlining</p> <p>B colon</p> <p>C semicolon</p> <p>D hyphen</p> |
| <p>2. Used to set off information that interrupts a sentence</p> <p>A italics or underlining</p> <p>B dash</p> <p>C colon</p> <p>D semicolon</p> | <p>4. Used to separate hours and minutes in expressions of time</p> <p>A colon</p> <p>B semicolon</p> <p>C dash</p> <p>D hyphen</p> |

Directions Mark the choice that correctly completes each sentence.

- | | |
|--|--|
| <p>5. The letter began “Dear Mr. ____ I have been a fan of yours for years.”</p> <p>A Benny:</p> <p>B Benny,</p> <p>C Benny!</p> <p>D Benny—</p> | <p>8. Kids can sign up for band in sixth ____ wait to join!</p> <p>A grade? I can’t</p> <p>B grade, I can’t</p> <p>C grade; I can’t</p> <p>D grade-I can’t</p> |
| <p>6. “I read an article about you in ____ magazine.”</p> <p>A Fanfare</p> <p>B <i>Fanfare</i></p> <p>C —Fanfare—</p> <p>D : Fanfare:</p> | <p>9. Thursday ____ is sign-up day.</p> <p>A , that’s today,</p> <p>B ; that’s today;</p> <p>C -that’s today-</p> <p>D —that’s today—</p> |
| <p>7. The band played from ____.</p> <p>A 715 to 800 p.m.</p> <p>B 715: to 800: p.m.</p> <p>C 7:15 to 8:00 p.m.</p> <p>D 715—800 p.m.</p> | <p>10. The band has ____ members.</p> <p>A fiftyone</p> <p>B fifty-one</p> <p>C fifty:one</p> <p>D fifty one</p> |



Home Activity Your child prepared for taking tests on punctuation. Have your child make index cards for the colon, semicolon, dash, hyphen, and italics and then search books and magazines for examples of the use of each mark.

Name _____

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Directions Match the punctuation mark with the correct description.

- | | |
|---------------------------------|---|
| _____ 1. colon (:) | A used to set off material that interrupts |
| _____ 2. semicolon (;) | B used in some compound words |
| _____ 3. dash (—) | C used after the salutation of a business letter |
| _____ 4. italics (<i>Big</i>) | D used to join two independent clauses |
| _____ 5. hyphen (-) | E used to indicate titles |

Directions Rewrite each sentence. Add the missing punctuation marks.

6. Troy doesn't like the old fashioned music that WDQB plays from 1030 to midnight.

7. I began my letter, "Dear Sir Please cancel my subscription to Music Classics."

8. Aunt Kay plays guitar have you heard her? like a pro.

9. One summer vacation I lived with my aunt she was kind to me.

10. She thought I was mature for a ten year old kid she even taught me to play some chords.



Home Activity Your child reviewed punctuation. Have your child make a list of favorite books and magazines with correct underlining.