

Worksheet 3.4: Punctuation

PUNCTUATION MARKS

Full Stop



Shows the end of a sentence

Question Mark



Shows that a question is being asked

Comma



Joins two or more ideas in a sentence or separates items in a series

Exclamation Mark



Shows strong emphasis or strong emotion

Quotation Marks



Show that words have been directly quoted

Colon



Introduces the information that comes after it

Semi Colon



Connects two complete sentences that are related

Apostrophe



Used to show possession or for contraction of word.

Hyphen



Form compound words

Slash



Used to separate letters, numbers or words.

Ellipsis



Shows that something has been removed from a sentence

Parentheses



Used to add extra information in a sentence

1. Punctate the following sentences. Add capital letters and speech marks where needed without rewriting the sentence.

1. Carrots, which are my favorite food, are currently growing in my garden.
2. Because it was my dad's birthday, we all went out for dinner.
3. California, also known as the Golden State, has a lot of beaches.
4. Let's buy bananas, apples and oranges for our picnic.
5. Every morning, we have the same routine.
6. Friday, Saturday, Sunday and Monday are going to be really fun.

7. When we were reading the book, **Gone with the Wind**, my teacher said, " This is an advanced book but you can read it without any problems."
8. There are three things we need to buy at the grocery store: shampoo, soap and toothpaste.
9. I brought the umbrella because it was raining.
10. You need to focus on the following: spelling, punctuation and grammar.

11. She yelled, "Stop teasing your little brother!"

12. The pancakes were delicious: they were fluffy and sweet.

13. "No," she replied, "they live in Africa."



1. Rewrite the paragraph below fixing all the mistakes. Pay attention to spelling, capitalization, punctuation and homophones.

a windy walk

it was called and windy as the twins walked to school julie had forgotten to put on her beanie before she and her brother left home why are your ears red julie asked her brother ben julie replied because their super cold ben then she shivered as the wind howled blowing leafs all around them

A Windy Walk

It was cold and windy as the twins walked to school. Julie had forgotten to put on her beanie before she and her brother left home. "Why are your ears red, Julie?" asked her brother, Ben.

Julie replied, "Because they're super cold, Ben." Then, she

shivered as the wind howled, blowing leaves all around them.