



Rosary School/ Marj El Hamam

Name: _____

Date: _____

Subject: English - Punctuation Skills

Grade: 7 ()

Punctuation Marks

Using commas

Use what you learned in class to punctuate the following paragraph by adding **commas** where necessary.

As you probably already know, in order to be fully fit you need to eat a balanced diet. Sweets, chocolates, crisps, sugary drinks and cake, though providing variety, do not give you the vitamins, minerals and dietary fibre that are essential to a busy healthy lifestyle. It is, of course, perfectly possible to live your life without eating meat. Yes, many people think that a fully vegetarian diet that contains beans, pulses and cereals is the best option. Whatever you choose to eat – whether you are a vegetarian, vegan or meat-eater – the most important thing seems to be that you should eat in moderation and ensure that you consume nutritious tasty food from a wide variety of food groups each day.

Using full stops

Punctuate the paragraph below by adding **full stops** where necessary. You might need to add **commas** “,” or **apostrophes** “’” as well.

Winston is one of the most laid-back people I know. He is tall and slim with black hair and he always wears a t-shirt and black jeans. His jeans have holes in them and his baseball boots are scruffy too. He usually sits at the back of the class and he often seems to be asleep. However, when the exam results are given out, he always gets an "A". I don't think he's as lazy as he appears to be.

Using dashes

Clarify each of the following sentences by adding **dashes**. (You might need to only add one dash instead of two in some cases.)

Example: I will be happy to work over the weekend - if I can have Monday off.

1. A strong friendship depends — as my mother used to say — on trust.
2. Rudy Giuliani — a passionate politician — wants you to get his point.
3. He has a good explanation for everything — he thinks.
4. We won't go there again — ever.

5. I want a good hotel room - clean, functional, and beautiful.

Using brackets

Add **brackets** where they are needed in each of these sentences.

1. Sam (the boy from the school) helped me with my homework.
2. Jenny (the girl that lives in the yellow house) has invited you to her birthday party next week.
3. I am going to the park to play with Richard (who goes to school with me)
4. Because guests are arriving soon (Saturday), we'll need to clean the house and buy extra food.
5. We need to clean the house (it is a mess now) because guests are arriving soon.

Using colons

Add **colons** to the following sentences where needed.

1. Where I come from there are three ways to get to the grocery store: by car, by bus, and by foot.
2. I have lived in Sedona, Arizona; Baltimore, Maryland and Knoxville, Tennessee. **OK**
3. The boss's message was clear: Lateness would not be tolerated.
4. In order to succeed in life, you must remember one thing: do not be afraid to fail.
5. To lead a healthy diet, you should eat healthy food such as fruits and vegetables. **OK**

Using semi-colons

Correct the following sentences by adding **semicolons**. If the sentence is correct as it is, write "OK" next to it.

1. I did not notice that you were in the office; I was behind the front desk all day.
2. Please close the blinds; there is a glare on the screen.
3. Unbelievably, no one was hurt in the accident. **OK**

4. I cannot decide if I want my room to be green, brown, and purple; green, black, and brown; or green, brown, and dark red.
5. Let's go for a walk; the air is so refreshing.