Brush Up Your Resume With Nine Punctuation Tips

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A compound sentence is one that contains two main clauses joined by one of seven conjunctions. ” 2. “Be certain not to put a comma between compound verbs. Usually, they should not be separated by a comma before the conjunction. ” 3. “Avoid using ‘as well as’ for ‘and’ in a series. ” 4. “Put a comma after the year when it appears after the month. A common misconception is that commas and periods should be placed outside closing quotation marks, but the opposite is true. … And unlike commas and periods, colons and semicolons go outside double quotation marks. When a sentence has two verbs joined by the conjunction “and,” these verbs are called compound verbs. People often associate colons with semicolons because their names sound alike, but colons and semicolons have nothing to do with each other. Similarly, put a comma after the state when it appears with the city. ” 5. “Put a comma after an opening dependent clause. Lucky for us, here are a few punctuation tips that even the brightest of journalists may find refreshing, as pointed out in the JIST blog… 1. “Punctuate a compound sentence with a comma. A dependent clause is linked and related to the main clause by words such as who, that, when and if and more.

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