

COLON and SEMICOLON

Colon

Use a colon after a complete statement to introduce related details. **DO NOT** use a colon after “are” or “include” or “such as”. Colons can introduce a list, a quotation, an example, an emphatic assertion, or an appositive.

Colons can introduce:	Examples:
A List	His backpack is filled with school supplies: a graphing calculator, textbooks, and a laptop computer.
A Quotation	In “Old Times on the Mississippi,” Mark Twain describes the river town he grew up in: “After all these years I can picture that old time to myself now, just as it was then. . .”
An Example	He participates in many sports: baseball and golf are his favorites.
An Emphatic Assertion	This is your last chance: If you don’t turn in all your assignments, you won’t pass the class.
An Appositive (renames or identifies the material preceding the colon)	Finally the announcer introduced the speaker we had all come to hear: Maya Angelou.

SEMICOLON

A semicolon is used to join two independent clauses when the second clause restates the first or when the two clauses are of equal emphasis.

Semicolon Use:	Examples:
1. Use a semicolon to separate clauses of compound sentences having no coordinating conjunction.	Cecilia’s car wouldn’t start; she had left the lights on all day.
2. Use a semicolon to separate clauses of compound sentences joined by a transitional word (nonetheless, therefore, nevertheless, however, etc.)	Lucio studied hard all semester; therefore, he received a good grade in his English class.
3. Use a semicolon to separate elements of a series in which items already contain commas.	The college choir is traveling to St. Louis, Missouri; Miami, Florida; and Phoenix, Arizona.