

review of the semicolon and the colon

- Use a semicolon to separate two (or more) complete sentences whose ideas are related. Often the second sentence includes a pronoun that refers back to a noun (its antecedent) in the first sentence.

The professor lectured on U.S. social policy; she then took questions.

My internship is with HRA; its mission is to serve the poor.

- Use a semicolon in front of a transition word in a compound sentence. Remember to use a comma after the transition word. Transition words: *for example, furthermore, however, in addition, nevertheless, on the other hand, therefore.*

Most of us were late to class; however, it didn't matter as the professor was late as well.

My area of study is AGP&P; nevertheless, I'm only doing clinical work at my placement.

- Use semicolons to separate a complicated series of phrases that contain commas.

Angel wrote the introduction; Lisa, the lit review; Carl, the methods section; and Dana, the results, discussion, and conclusion.

Grades will be based on the following: three reading response papers, a lit review, and a research paper; two presentations, one group and one individual; and class participation, assuming there will be time for discussion.

- Use a colon after a complete thought to call attention to something that follows.

I need one thing to make it through: brains.

Keep the following idea in mind: "All that is solid melts into air; all that is holy is profaned."

- Use a colon before a list of items. Common introductory phrases include: *as follows, the following, in the following manner.*

Please arrive with the following: two pencils, a writing pad, both textbooks, and your humor.