

Name: _____

Date: _____

Punctuation

Level 1: ★

1. Choose the correctly punctuated sentence:

- a) We visited London Paris and Rome. / We visited London, Paris, and Rome.
- b) He likes apples; she likes oranges. / He likes apples, she likes oranges.
- c) He said "Good morning." / He said, "Good morning."
- d) We need three things food, water, and shelter. / We need three things: food, water, and shelter.
- e) He paused... then continued. / He paused, then continued.

2. Insert the apostrophe correctly and explain whether it shows possession or contraction:

- a) The dogs tail is long.
- b) The students books are new.
- c) Its raining heavily.
- d) Whos at the door?
- e) The girls dresses are red.
- f) I cant find my pen.
- g) The boys shoes are muddy.
- h) Its going to rain.
- i) Lets start the game.
- j) Thats a wonderful idea.

3. Insert hyphens correctly:

- a) He is a well known actor.
- b) I bought a twenty one rupee coin.
- c) We stayed in a five star hotel.
- d) The decision was self made.
- e) The room is sound proof.
- f) She is my mother in law.
- g) It is a one way street.
- h) He is a part time worker.

4. Use brackets [] correctly in each sentence:

- a) The poet wrote, He the king was brave.
- b) She Mary is coming with us.
- c) He the teacher gave us homework.
- d) They the children played outside.
- e) He Ravi is absent today.
- f) She the singer won the award.

5. Insert quotation marks (" ") where needed:

- a) She said Good morning to everyone.
- b) What time does the train leave? he asked.
- c) Let's go for a walk, they suggested.
- d) Please say Hello to your brother.
- e) Do you like reading books? she inquired.
- f) Please pass me the salt, she said politely.
- g) He asked, Where are you going?
- h) She said, I will call you later.

6. Rewrite each sentence, inserting a dash (—) for emphasis:

- a) We need one thing unity.
- b) She is coming tomorrow I think.
- c) The answer is simple work hard.
- d) He was happy very happy about the prize.
- e) She was thinking why me?
- f) The school the new one is near my house.

7. Insert a semicolon (;) or colon (:) where necessary:

- a) I like tea she likes coffee.
- b) The clock struck three the show began.
- c) Bring me these items pen, paper, and ruler.
- d) He has two options go home study here.
- e) He gave me one reason he was tired.
- f) I bought fruits pears, oranges, and grapes.
- g) There are two choices stay here or go home.
- h) The movie was long it was interesting.