

Grammar: “The Least You Should Know”
Phrases and Clauses, Sentences and their Punctuation, Fragments and Splices

Phrase: a group of words that does not contain a subject and a verb:

- getting up in the morning
- around the lunch table

Clause: a group of words that contains a subject and a verb:

Independent Clause (IC): a clause that can stand alone as a simple sentence:

- Maria plays tennis.
- John likes to read.

Dependent Clause (DC): a clause which cannot stand as a sentence because it begins with a SUBORDINATOR

- whenever I go to the store
- as long as you finish your homework

| <u>Subordinators</u> |
|----------------------|
| - After |
| - although |
| - as |
| - as if |
| - because |
| - before |
| - even though |
| - if |
| - since |
| - so that |
| - until |
| - when |
| - whenever |
| - wherever |
| - while ... |

A **simple sentence** is made up one independent clause:

- Emily runs.
- Emily runs in the park on Friday afternoons.

A **compound sentence** is made up of two (or more) independent clauses joined by a semicolon or by a coordinator preceded by a comma:

- The movie was long; it lasted three hours.
- The movie was long, but I enjoyed every minute of it.

A **complex sentence** is made up of one independent clause and one dependent clause.

✓ **Punctuation:** if the sentence begins with the dependent clause, follow that clause with a comma. If it begins with the independent clause, no internal punctuation is necessary.

- Although she had a crush on the new boy, she didn’t tell her friends.
- She didn’t tell her friends even though she had a crush on the new boy.

Fragment: Incomplete sentence consisting of either a PHRASE or a DEPENDENT CLAUSE.

Comma Splice:

An incorrectly punctuated compound sentence:

- The soccer game was over, their team had lost again.

Correct

- The soccer game was over, **and** their team had lost. (Coordination)
- The soccer game was over **because** their team had lost. (Subordination)
- The soccer game was over; their team had lost. (Punctuation)

Coordinators

- for (F)
- and (A)
- nor (N)
- but (B)
- or (O)
- yet (Y)
- so (S)

Conjunctive Adverbs

- however
- consequently
- therefore
- moreover
- nevertheless
- etc.

Transitional Expressions

- in the first place
- second,
- later
- as a result
- on the other hand
- etc.