

# Comma Basics Review

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## Understanding Comma Usage

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Answer the following questions based on what you learned about commas.

1. What are the four main ways we used commas today?

- A. In lists, dates, addresses, and letter parts
- B. In stories, poems, speeches, and letters
- C. In lists, poems, songs, and addresses

2. Why are commas important in writing?

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3. Commas are only used in lists of items.

- True       False

4. Commas help organize \_\_\_\_ and \_\_\_\_ in writing.

5. Which of the following is an example of a correct use of commas?

- A. I bought apples oranges and bananas.
- B. I bought apples, oranges, and bananas.
- C. I bought apples oranges, and bananas.

6. How can clear writing help us show love to others?

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7. Commas indicate a pause in writing.

- True       False

8. A soft answer turns away \_\_\_\_, but harsh words stir up anger.

9. Which part of a letter requires commas?

- A. The greeting and closing
- B. The body
- C. The address

10. Can you think of a time when unclear writing caused confusion? Describe it briefly.

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### Answer Key

1. In lists, dates, addresses, and letter parts    2. Commas help to separate ideas and make sentences clearer so that readers can understand them better.    3. False    4. dates, addresses    5. I bought apples, oranges, and bananas.    6. Clear writing helps us communicate our thoughts and feelings better, preventing misunderstandings and showing we care.    7. True    8. wrath    9. The greeting and closing    10. Once, I wrote a message without commas, and my friend misunderstood what I meant. It made a funny but confusing situation.