Comma Rules Printable Worksheet: Examples, Practice, and Answer Key

Four original tasks / complete practice workshop

Name: _____ Date: _____

Task 1: Insert commas: 'The bakery sells muffins cookies and bread.'

Task 2: Insert commas: 'After the game ended the players shook hands.'

Task 3: Insert commas: 'My aunt who teaches history writes mystery novels.'

Task 4: Insert commas: 'It was a bright sunny afternoon.'

Quick check / tick after your attempt

- ☐ Commas are placed only where a stated rule applies.
- ☐ Series commas separate three or more items consistently.
- ☐ Introductory material is followed by a comma when the rule applies.
- ☐ Nonessential information is set off by commas on both sides.
- ☐ Coordinate adjectives are separated by a comma when reversible or joinable by 'and.'
- ☐ No comma is added between two items in a list or before a conjunction that does not join independent clauses.
- ☐ Reasoning cites the rule used for each comma.
- ☐ Alternative valid placements are accepted when they follow the same rule and preserve meaning.

Comma Rules Printable: Name:

Date:

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Five Comma Rules with Examples

Rules section of the worksheet.

Rule 1: Use a comma before a coordinating conjunction (for, and, nor, but, or, yet, so) when it joins two independent clauses. Example: The library closes at six, so we should return the books now.

Rule 2: Use commas to separate items in a series of three or more. Example: She packed a notebook, two pens, and a ruler.

Rule 3: Use a comma after an introductory word, phrase, or clause. Example: After the rain stopped, the students walked to the park.

Rule 4: Use commas to set off nonessential information that could be removed without changing the core meaning. Example: My neighbor, who plays cello, practices every evening.

Rule 5: Use a comma between coordinate adjectives that equally describe a noun. Example: It was a cold, windy morning.

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Worked Example

Worked example with prompt, reasoning, answer, and check.

Prompt: Insert commas in this sentence: 'Although the museum was crowded we enjoyed the sculpture garden and the photography exhibit.'

Reasoning: The opening word 'Although' begins a dependent clause that introduces the main clause, so a comma follows 'crowded.' The list has two items only ('the sculpture garden and the photography exhibit'), so no comma is needed between them.

Answer: 'Although the museum was crowded, we enjoyed the sculpture garden and the photography exhibit.'

Check: read the sentence aloud; the pause after 'crowded' marks the end of the introductory clause, and the two-item list remains unseparated.

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Practice Sentences

Four practice sentences with blank lines for inserted commas and space for brief reasoning.

Sentence 1: The chef chopped onions garlic and carrots before starting the soup.	
Sentence 2: When the alarm rang the students lined up quietly.	
Sentence 3: My cousin who lives in Denver visits every summer.	
Sentence 4: The trail was steep rocky and narrow.	