Punctuation – Worksheet	
Name:	Date:

Sentence Punctuation

A punctuation mark must be used at the end of every sentence. Sentences can be ended by full stops, question marks or exclamation marks.

Place the correct punctuation mark at the end of these sentences.

1.	Are you wearing your I	boots to the	park today
	,		

- 2. Chris and John ate the whole cake in ten minutes _____
- 3. What is the biggest planet in the solar system _____
- 4. We spent three hours at the park last Saturday _____
- 5. I can't believe you went to the movies without me _____
- 6. That is the best picture you have ever painted _____
- 7. Do you think there might be a thunderstorm this afternoon _____
- 8. Yesterday was the hottest day of the month _____
- 9. What a wonderful birthday present _____
- 10. Can you believe that it is July already _____

Add the full stops, question marks and exclamation marks to the passage.

Bedtime can be a scary time for some children Why is that Some children think that there might be monsters hiding underneath their beds What a silly thing to think Children grow out of these fears as they grow older Thank goodness for that Did you ever think there were monsters hiding under your bed I did Thankfully I grew up and realised that monsters only live in stories.



Punctuation – Worksheet	
Name:	Date:

Using Commas

Commas are used to separate items in a list.

They are used before coordinating conjunctions in a compound sentence.

They are used to separate clauses in longer sentences.

They are used when two or more adjectives are used to describe a noun.

Place the commas in the correct places in these sentences.

- 1. I ate sausages bread ice cream and chocolate at the party.
- 2. Until the drought breaks it will continue to be dry and dusty.
- 3. That was one rough bumpy terrifying plane trip!
- 4. I don't like eating pizza but I love pasta.
- 5. At first light we began our ascent up the mountain.
- 6. Bradley has cousins named Isabelle Jason Michael and Katie.
- 7. It was the brightest shiniest star Josie had ever seen.
- 8. I tried my best yet I didn't win the race.
- 9. Unless we hurry up we are going to be late to the party.
- 10. Since it's school holidays I'm going to wear my pyjamas all day.

Add the missing commas to the passage.

When I get to the park tomorrow I'm going to play hide and seek with my friends. Their names are James Timothy Christopher and Chee. James is nine Timothy is ten Christopher is eight and Chee is eleven. We play lots of games like hide and seek football running races and tag. When we get tired we sit and have some morning tea and a drink. I love playing at the park with my friends even when the weather is cold. We have great fun playing together laughing and joking around.





Punctuation – Worksheet	
Name:	Date:

Quotation Marks

Quotation marks are used to indicate what someone has said (direct speech). They are also used to indicate titles of articles, quotes or famous sayings.

Place the quotation marks in the correct places in these sentences.

- 1. I think we should watch a movie tonight, Hana said.
- 2. My dad enjoyed reading the article Seven Species of the Sea.
- 3. My uncle always says to me, No pain, no gain.
- 4. Do you really think I can win? Imran asked hopefully.
- 5. Elizabeth screamed, Get out of my room right now!
- 6. I always need to remember, Slow and steady wins the race.
- 7. Please everyone, said the announcer, take your seats.
- 8. My family read the newspaper article entitled How to Make Compost.
- 9. My quote from Shakespeare is, To be or not to be? That is the question.
- 10. Where is my red dress? my big sister asked me.

Add the missing quotation marks to the passage.

It was time to read the science article How to Live More Sustainably. Molly said to her teacher, Excuse me, Mrs Fitzgerald, it's really hot.

Joshua agreed. He was boiling. He said, Do you think we can turn the fan on?

Oh yes please! exclaimed Michael. He was starting to sweat.

Mrs Fitzgerald smiled at the children. Absolutely! she said, switching on the fan. Now, please pay attention everyone. It's time to read.





Punctuation - Worksheet		
Name: Date:		
Apostrophes		
Apostrophes of contraction are used when two words have been into one. The apostrophe of contraction is placed wherever letters been removed.		
Rewrite these words, adding in the apostrophes of contraction.		
1. shouldnt		
2. wouldve		
3. theyre		
Apostrophes of possession are used to show ownership of something.		
The apostrophe of possession is placed after the last letter of the owner's name.		
Rewrite these phrases, adding in the apostrophes of possession.		
1. Elis ball		
2. my sisters wedding		
3. Mr Smiths car		
Add the missing apostrophes of contraction and possession to the pass	sage.	
Matthews snail is called Sammy. Sammys home is a plastic tank with plants		

Matthews snail is called Sammy. Sammys home is a plastic tank with plants inside it. Hes a special snail, because he loves Matthews guitar playing. When he hears a bit of rock music, Sammy cant stop sliding around his enclosure!



Punctuation – Worksheet
Name: Date:
Colons and Semi-colons
Colons are used before an explanation or description.
They are also used before items in a list.
Place the colons in the correct places in these sentences.
1. On the trip, you will need a hat, sunscreen, a bottle of water and your lunch
2. Ballet is more than dancing it is a dynamic method of physical expression.
3. For the picnic, I am going to take juice, fruit, sandwiches and cake.
4. Football is a fantastic hobby you can play with your friends and get healthy.
Semicolons separate items in a list when one or more items contains a comma.
They are also used to separate two related ideas in longer sentences.
Place the semi-colons in the correct places in these sentences.
1. My teachers are Mr Chan, Maths Mrs Mohan, English and Ms Chee, History.
2. I really wanted to have a birthday party my mother said no.
3. It was a beautiful day for a swim I jumped into the water straight away.
4. Jessica didn't like peas she left them on the side of her plate.
Fill in the missing words in these sentences.
1. Colons are used before an or or

2. Semicolons separate two ______ in longer ______.



Punctuation – Worksheet	
Name:	Date:
Hyphens, Dashes and Brackets	
Hyphens are used to link tv	vo or more words or word parts together.

Rewrite the following words, adding in the hyphens.

- 1. father in law _____
- 2. up to date _____
- 3. bad tempered _____

Dashes are used in sentences to indicate an interruption, change of thought or provide more information.

Add dashes to the following sentences.

- 1. Billie shouted, "Kye! Wait! You don't under " but he was gone.
- 2. I looked again could that be John? but the figure had disappeared.
- 3. The water felt incredible cool, refreshing and invigorating.

Brackets are used when adding extra information about the topic of the sentence.

Add brackets to the following sentences.

- 1. My grandfather was born in Bavaria a region in Germany in 1923.
- 2. Bring an old pair of shoes to camp new ones might get ruined.
- 3. Chocolate-chip ice cream from Baskin-Robbins® is my favourite.





Sentence Punctuation - Answers

- 1. Are you wearing your boots to the park today?
- 2. Chris and John ate the whole cake in ten minutes.
- 3. What is the biggest planet in the solar system?
- 4. We spent three hours at the park last Saturday.
- 5. I can't believe you went to the movies without me!
- 6. That is the best picture you have ever painted!
- 7. Do you think there might be a thunderstorm this afternoon?
- 8. Yesterday was the hottest day of the month.
- 9. What a wonderful birthday present!
- 10. Can you believe that it is July already?

Bedtime can be a scary time for some children. Why is that? Some children think that there might be monsters hiding underneath their beds. What a silly thing to think! Children grow out of these fears as they grow older. Thank goodness for that! Did you ever think there were monsters hiding under your bed? I did. Thankfully I grew up and realised that monsters only live in stories.

Using Commas - Answers

- 1. I ate sausages, bread, ice cream and chocolate at the party.
- 2. Until the drought breaks, it will continue to be dry and dusty.
- 3. That was one rough, bumpy, terrifying plane trip!
- 4. I don't like eating pizza, but I love pasta.
- 5. At first light, we began our ascent up the mountain.
- 6. Bradley has cousins named Isabelle, Jason, Michael and Katie.
- 7. It was the brightest, shiniest star Josie had ever seen.
- 8. I tried my best, yet I didn't win the race.
- 9. Unless we hurry up, we are going to be late to the party.
- 10. Since it's school holidays, I'm going to wear my pyjamas all day.

When I get to the park tomorrow, I'm going to play hide and seek with my friends. Their names are James, Timothy, Christopher and Chee. James is nine, Timothy is ten, Christopher is eight and Chee is eleven. We play lots of games like hide and seek, football, running races and tag. When we get tired, we sit and have some morning tea and a drink. I love playing at the park with my friends, even when the weather is cold. We have great fun playing together, laughing and joking around.

Quotation Marks – Answers

- 1. "I think we should watch a movie tonight," Hana said.
- 2. My dad enjoyed reading the article "Seven Species of the Sea".
- 3. My uncle always says to me, "No pain, no gain".
- 4. "Do you really think I can win?" Imran asked hopefully.
- 5. Elizabeth screamed, "Get out of my room right now!"
- 6. I always need to remember, "Slow and steady wins the race".
- 7. "Please everyone," said the announcer, "take your seats."
- 8. My family read the newspaper article entitled "How to Make Compost".
- 9. My quote from Shakespeare is, "To be or not to be? That is the question."
- 10. "Where is my red dress?" my big sister asked me.

It was time to read the science article "How to Live More Sustainably". Molly said to her teacher, "Excuse me, Mrs Fitzgerald, it's really hot."

Joshua agreed. He was boiling. He said, "Do you think we can turn the fan on?"

"Oh yes please!" exclaimed Michael. He was starting to sweat.

Mrs Fitzgerald smiled at the children. "Absolutely!" she said, switching on the fan. "Now, please pay attention everyone. It's time to read."

Apostrophes – Answers

1. shouldn't shouldn't

2. wouldve would've

3. theyre **they're**

1. Elis ball Eli's ball

2. my sisters wedding my sister's wedding

3. Mr Smith's car Mr Smith's car

Matthew's snail is called Sammy. Sammy's home is a plastic tank with plants inside it. He's a special snail, because he loves Matthew's guitar playing. When he hears a bit of rock music, Sammy can't stop sliding around his enclosure!

Colons and Semi-colons - Answers

- 1. On the trip, you will need: a hat, sunscreen, a bottle of water and your lunch.
- 2. Ballet is more than dancing: it is a dynamic method of physical expression.
- 3. For the picnic, I am going to take: juice, fruit, sandwiches and cake.
- 4. Football is a fantastic hobby: you can play with your friends and get healthy.
- 1. My teachers are Mr Chan, Maths; Mrs Mohan, English; and Ms Chee, History.
- 2. I really wanted to have a birthday party; my mother said no.
- 3. It was a beautiful day for a swim; I jumped into the water straight away.
- 4. Jessica didn't like peas; she left them on the side of her plate.
- 1. Colons are used before an **explanation** or **description**.
- 2. Semicolons separate two ideas in longer sentences

Hyphens, Dashes and Brackets - Answers

- 1. father-in-law
- 2. up-to-date
- 3. bad-tempered
- 1. Billie shouted, "Kye! Wait! You don't under- "but he was gone.
- 2. I looked again could that be John? but the figure had disappeared.
- 3. The water felt incredible cool, refreshing and invigorating.
- 1. My grandfather was born in Bavaria (a region of Germany) in 1923.
- 2. Bring an old pair of shoes to camp (new ones might get ruined).
- 3. Chocolate-chip ice cream (from Baskin-Robbins®) is my favourite.

