

1. Insert a **pair** of **commas** to clarify the meaning of the sentence below.

The hotel since it opened has become very popular.

1 mark

2. Insert a pair of **commas** to clarify the sentence below.

Jim grabbing his hat and gloves ran out of the house.

1 mark

3. Insert a **pair** of commas in the sentence below to make the meaning clearer.

Computer games which can be fun to play are also very time-consuming.

1 mark

4. Tick **two** boxes to show where the missing commas should go.

Cheetahs tigers jaguars and leopards are all known as 'big cats'.



1 mark

5. Insert a **comma** and a **dash** in the correct places in the sentence below.

Before we leave school our class wants to start  
a vegetable garden the first in our school's history.

1 mark

6. Insert **two commas** and a **semi-colon** in the correct places in the passage below.

Last Wednesday we performed a play at school I invited my parents to come and watch. When I first went on stage I was so nervous that I nearly forgot my lines.

1 mark

7. Insert **one** comma in the correct place in the sentence below.

Limping slightly the old man walked to the end of the road.

1 mark

8. Which sentence is punctuated correctly?

Tick **one**.

Nevertheless we, are going on Saturday.

Finally, I think I understand what you mean.

Considering, all his efforts the result was disappointing.

At the last, count there were twenty people coming.

1 mark

9. Which sentence has been punctuated correctly?

Tick **one**.

Immediately after, dinner we did the washing up.

Immediately after dinner we did, the washing up.

Immediately after dinner, we did the washing up.

Immediately, after dinner we did the washing up.

1 mark

10. Which sentence is punctuated correctly?

Tick **one**.

Lately, the days have been growing noticeably longer and, warmer.

Lately the days, have been growing noticeably longer and warmer.

Lately the days, have been growing noticeably longer, and warmer.

Lately, the days have been growing noticeably longer and warmer.

1 mark

11. Insert one **comma** in the correct place in the sentence below.

Every night Dad and my brother take the dog for a walk.

1 mark

12.

Insert **commas** in the correct places in the sentence below.

I gave Zak a magazine two packs of stickers some pens  
and a drink.

1 mark

13.

(a) Insert a **comma** in the sentence below to make it clear that **only** Sally and Bob went to the cinema.

After they left Jon Sally and Bob went to the  
cinema.

1 mark

(b) Insert **commas** in the sentence below to make it clear that **all** three children went to the cinema.

After they left Jon Sally and Bob went to the  
cinema.

1 mark

14.

Explain how the use of **commas** changes the meaning in the two sentences.

Mangoes, which are grown in hot countries, taste delicious.

Mangoes which are grown in hot countries taste delicious.

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1 mark

15.

Which sentence is punctuated correctly?

Tick **one**.

Our parents always say “work hard and do your best.”

Our parents always say, “work hard and do your best.”

Our parents always say, “Work hard and do your best.”

Our parents always say “Work hard and do your best.”

1 mark

16.

Tick the option that correctly completes the sentence below.

\_\_\_\_\_ an official Olympic sport at  
the Winter Olympics in Japan.

Tick **one**.

In 1998 snowboarding became,

In 1998 snowboarding, became

In, 1998 snowboarding became

In 1998, snowboarding became

1 mark

17.

Insert a **pair of commas** in the correct place in the sentence below.

Jenna a very gifted singer won the talent  
competition that was held in her local theatre.

1 mark

18.

Insert a **comma** in the correct place in the sentence below.

Although he was the youngest Tom was one of the tallest.

1 mark

**19.** Explain how the position of the **comma** changes the meaning of the sentences below.

1. As Fred ate the sweet orange, balloons were given to the children.
2. As Fred ate the sweet, orange balloons were given to the children.

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1 mark

**20.** Insert a **comma** after the **fronted adverbial** in each sentence.

Luckily for us the ball rolled slowly past the goal.

After three hours of hard work the builders managed to dig out the tree.

1 mark

**21.** Add **three** commas in the correct places in the sentence below.

Ed knew he had P.E. reading maths music and history  
at school tomorrow.

1 mark

**22.** Add the missing **punctuation** to the following sentence.

You must pack your toothbrush swimming costume towel  
and nightclothes

1 mark

23.

Write out the words from the boxes below to complete the sentence.

You can use the boxes in any order.

Use commas to punctuate your list.

a frog

in the pond

and

some tadpoles

a small fish

Jay noticed \_\_\_\_\_

\_\_\_\_\_

1 mark

24.

Tick one box in each row to show how the **commas** are used in each sentence.

<b>Sentence</b>	<b>Commas are used to separate items in a list</b>	<b>Commas are used to separate clauses</b>
Butterflies, moths and bees are all winged insects.		
Ana's class, which is the largest, is usually the quietest.		
When Dad bakes biscuits, Jackie always helps.		

1 mark

25.

Write a sentence that lists all the information given in the box below.  
Remember to punctuate your answer correctly.

**Milkshake ingredients**

bananas

semi-skimmed milk

honey

marshmallows (for decoration)

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1 mark

26.

Tick one box in each row to show whether the **commas** are used correctly in the sentence.

Sentence	Commas used correctly	Commas used incorrectly
The blackbird, which nests in sheltered places, lays several eggs at a time.		
Her hobbies include walking, gardening, sewing and reading.		
My bag filled, with chocolates and sweets fell onto the floor.		
My case is heavy because I have shoes, clothes, books, and a gift, for my friend in it.		

1 mark

**27.** Which sentence is punctuated correctly?

Tick **one**.

Joe went upstairs, turned on his computer took out his homework and started.

Joe went upstairs turned on his computer, took out his homework, and started.

Joe went, upstairs turned on his computer, took out his homework, and started.

Joe went upstairs, turned on his computer, took out his homework and started.

1 mark

**28.** Insert a **comma** in the correct place in the sentence below.

We will be planting seeds making a pond and looking for snails.

1 mark

**29.** Add two **commas** to the sentence below to make it clear that Ana has four favourite things.

Ana's favourite things are camping holidays cycling and swimming.

1 mark

**30.** Add three **commas** in the correct places in the sentence below.

She wore a dark red skirt a woollen jumper a scarf with matching hat thick socks and black boots.

1 mark

**31.** Explain how the **comma** changes the meaning of the second sentence.

1. I asked if Jake Thomas and Lily were coming to the barbecue.
2. I asked if Jake, Thomas and Lily were coming to the barbecue.

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1 mark

**32.** Which sentence uses **commas** correctly?

Tick **one**.

The band will perform at concerts in Belfast,  
Manchester, Birmingham, Nottingham and, Sheffield.

The children could choose to play netball, cricket,  
hockey or tennis.

Owls badgers, hedgehogs and bats are all nocturnal  
animals.

Painting, drawing, sculpture and print-making, were  
all options on the art day.

1 mark

## Mark schemes

1. **Award 1 mark** for a correctly placed pair of commas.

The hotel<sub>,</sub> since it opened<sub>,</sub> has become very popular.

1 mark

2. **Award 1 mark** for a correctly placed pair of commas.

Jim<sub>,</sub> grabbing his hat and gloves<sub>,</sub> ran out of the house.

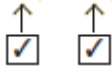
1 mark

3. Computer games, which can be fun to play, are also very time-consuming.

Award **1 mark** for both commas placed correctly.

1 mark

4. Cheetahs tigers jaguars and leopards are all known as 'big cats'.



Award **1 mark** for both correct.

1 mark

5. **Award 1 mark** for a comma and a dash correctly inserted.

Before we leave school, our class wants to start a vegetable garden – the first in our school's history.

1 mark

6. **Award 1 mark** for two commas and a semi-colon in the correct places.

Last Wednesday, we performed a play at school; I invited my parents to come and watch. When I first went on stage, I was so nervous that I nearly forgot my lines.

1 mark

7. **Award 1 mark** for a correctly placed comma.

Limping slightly<sub>,</sub> the old man walked to the end of the road.

1 mark

8. Finally, I think I understand what you mean.

1 mark

9.

Immediately after dinner, we did the washing up.

1 mark

10.

Lately, the days have been growing noticeably longer and warmer.

1 mark

11.

**Award 1 mark** for a correctly placed comma.

Every night, Dad and my brother take the dog for a walk.

1 mark

12.

**Award 1 mark** for two correctly placed commas.

I gave Zak a magazine, two packs of stickers, some pens and a drink.

**Do not accept** the use of the serial comma, eg:

I gave Zak a magazine, two packs of stickers, some pens, and a drink.

1 mark

13.

a) **Award 1 mark** for a correctly placed comma.

*After they left Jon, Sally and Bob went to the cinema.*

b) **Award 1 mark** for correctly placed commas.

*After they left, Jon, Sally and Bob went to the cinema.*

**Do not accept** the use of a serial comma.

*After they left, Jon, Sally, and Bob went to the cinema.*

1 mark

14.

**Award 1 mark** for an explanation of the meaning of both sentences, e.g.

- *The commas in the first sentence mean that all mangoes taste delicious/all mangoes are grown in hot countries.  
There are no commas in the second sentence, so it means that only mangoes grown in hot countries taste delicious.*

**Also accept** responses that are not written in full sentences.

**Do not accept** responses that explain only one sentence.

**Do not accept** responses that discuss the function of the commas without fully explaining the effect on the meaning, e.g.

- *There are commas in the first sentence so those words aren't important.*

**1 mark**

15.

**Award 1 mark** for the correct box ticked.

Our parents always say, "Work hard and do your best."

**1 mark**

16.

In 1998, snowboarding became

**1 mark**

17.

**Award 1 mark** for a correctly placed pair of commas.

Jenna, a very gifted singer, won the talent competition that was held in her local theatre.

**1 mark**

18.

**Award 1 mark** for a correctly placed comma.

Although he was the youngest, Tom was one of the tallest.

**1 mark**

19.

**Award 1 mark** for a response that refers to both sentences and demonstrates that the comma shows that in the first sentence Fred ate an orange and in the second one he ate a sweet, or that the comma changes what we know about the balloons, for example:

- *1 is saying that he ate an orange. 2 is saying that the balloons were orange.*
- *The first sentence is saying that Fred ate a sweet orange but the last one says he ate a sweet*
- *By changing the position of the comma, 'the sweet orange' turns into 'the sweet'. This changes what Fred is eating.*

**Also accept** responses that show understanding of the difference in meaning by referring to only the first sentence, or only the second sentence, for example:

- *Number 1 is showing the orange is sweet.*
- *It changes it by making the sweet a plain sweet and the balloon an orange one.*
- *The second one means that the balloons were orange.*

**Also accept** responses that show understanding of the difference in meaning by indicating that orange is a noun in the first sentence and/or adjective in the second sentence, or by indicating that sweet is an adjective in the first sentence and/or a noun in the second sentence, for example:

- *The first one uses orange as a noun and second as an adjective.*

**There are no spelling or punctuation requirements for this question.**

**1 mark**

20.

**Award 1 mark** for both correct.

Luckily for us, the ball rolled slowly past the goal.

After three hours of hard work, the builders managed to dig out

the tree.

**1 mark**

21.

**Award 1 mark** for all three commas placed correctly.

Ed knew he had P.E., reading, maths, music and history  
at school tomorrow.

**Do not accept** the use of punctuation other than commas.

**Do not accept** the use of the serial comma, eg:

- Ed knew he had P.E., reading, maths, music, and history at school tomorrow.

**1 mark**

22.

**Award 1 mark** for a correctly punctuated list.

*You must pack your toothbrush, swimming costume, towel and nightclothes.*

**Also accept** *You must pack your toothbrush; swimming costume; towel and nightclothes.*

**Also accept** an exclamation mark placed at the end of a list.

**Also accept** the use of a colon to introduce a correctly punctuated list.

1 mark

23.

**Award 1 mark** for a grammatically correct, accurately punctuated sentence that uses commas to list the given information in any order, eg:

- *Jay noticed a frog, some tadpoles and a small fish in the pond.*
- *Jay noticed some tadpoles, a frog and a small fish in the pond.*
- *Jay noticed a small fish in the pond, some tadpoles and a frog.*

**Do not accept** the use of the serial comma, eg:

- *Jay noticed a frog, some tadpoles, and a small fish in the pond.*

1 mark

24.

**Award 1 mark** for all three correct.

Sentence	Commas are used to separate items in a list	Commas are used to separate clauses
Butterflies, moths and bees are all winged insects.	✓	
Ana's class, which is the largest, is usually the quietest.		✓
When Dad bakes biscuits, Jackie always helps.		✓

1 mark

**25.**

**Award 1 mark** for a grammatically correct response that uses correct punctuation and lists all the information given, e.g.

- *The milkshake ingredients are bananas, semi-skimmed milk, honey and marshmallows (for decoration).*

**Also accept:**

- *The milkshake contains bananas; semi-skimmed milk; honey; and marshmallows (for decoration).*
- *responses that use a serial comma before 'and'*
- *misspellings*
- *responses that change the order of items in the list*
- *responses using a colon after an independent introductory clause, e.g.*
  - *The milkshake includes a number ingredients: bananas, semi-skimmed milk, honey and marshmallows (for decoration).*

**Do not accept:**

- *responses that omit any item or '(for decoration)'*
- *a list using bullet points.*

**1 mark**

**26.**

**Award 1 mark** for a correctly completed table.

Sentence	Commas used correctly	Commas used incorrectly
The blackbird, which nests in sheltered places, lays several eggs at a time.	✓	
Her hobbies include walking, gardening, sewing and reading.	✓	
My bag filled, with chocolates and sweets fell onto the floor.		✓
My case is heavy because I have shoes, clothes, books, and a gift, for my friend in it.		✓

**1 mark**

**27.**

Joe went upstairs, turned on his computer,  took out his homework and started.

**1 mark**

28.

**Award 1 mark** for a correctly placed comma.

We will be planting seeds, making a pond and looking for snails.

1 mark

29.

**Award 1 mark** for **two** correctly placed commas.

Ana's favourite things are camping, holidays, cycling and swimming.

1 mark

30.

**Award 1 mark** for **three** correctly placed commas.

She wore a dark red skirt, a woollen jumper, a scarf with  
matching hat, thick socks and black boots.

1 mark

31.

**Award 1 mark** for an explanation that there are three named people in the second sentence, e.g.

- *In the second one there are three people called Jake, Thomas and Lily.*
- *There are more people in the second sentence.*
- *In the first one, there are two people and in the second one there are three.*
- *1. Two people 2. Three people*

**Also accept** responses that demonstrate understanding without referring to the second sentence, e.g.

- *There are only two people called Jake Thomas and Lily in the first sentence.*
- *In the first one, Thomas is Jake's surname and not another person .*

**Do not accept** responses that do not explain specifically how the meaning has changed, e.g.

- *It uses it for a list.*
- *It changes the number of people.*

**There are no spelling or punctuation requirements for this question.**

1 mark

32.

The children could choose to play netball, cricket, hockey or tennis.

1 mark