

Semicolons & Colons

Grammar Drill Pack

Focus: Clarifying the correct use of semicolons and colons to link ideas and introduce lists or explanations. — five short drills to lock in **Semicolons & Colons**.

Name _____ Class _____ Date _____ Score _____

1 · Rules

- ◆ Use a semicolon to link two independent clauses that are closely related.
- ◆ Use a colon to introduce a list, explanation, or quotation after a complete sentence.
- ◆ Do not place a semicolon before a coordinating conjunction such as and, but, or.
- ◆ A colon must be preceded by an independent clause.
- ◆ Use a semicolon before a conjunctive adverb (e.g., however, therefore) followed by a comma.

2 · Signal words

however

therefore

for example

such as

in other words

namely

i.e.

e.g.

Tip: These words often flag **Semicolons & Colons** — spot them, then choose the form.

3 · Gap-fill drill

Write the correct form of **Semicolons & Colons** in each gap.

- 1 The conference was postponed_____ the organizers will announce a new date soon.
- 2 She brought three items_____ a notebook, a pen, and a highlighter.
- 3 I finished the report_____ now I can relax.
- 4 He had one request_____ silence during the performance.
- 5 The weather was terrible_____ nevertheless, we decided to go hiking.
- 6 Remember the three steps_____ plan, execute, review.

4 · Error correction

Each sentence has one mistake in Semicolons & Colons. Rewrite it correctly.

- 1 ~~The project deadline is approaching, we must finalize the budget.~~

- 2 ~~She gave him one piece of advice; stay calm.~~

- 3 ~~I have visited many countries, Japan, Canada, and Brazil.~~

- 4 ~~He was tired, however, he continued working.~~

- 5 ~~The recipe calls for three ingredients; flour, sugar, and eggs.~~

- 6 ~~She enjoys outdoor activities: hiking, cycling, and swimming are her favorites.~~

5 · Mini-quiz

Choose the correct option (A-D).

- 1 Which sentence uses a semicolon correctly?
- (A) The lecture was informative; the students took detailed notes.
 - (B) The lecture was informative, the students took detailed notes.
 - (C) The lecture was informative: the students took detailed notes.
 - (D) The lecture was informative; and the students took detailed notes.
- 2 Select the sentence that correctly uses a colon to introduce a list.
- (A) For the trip we need the following items: a map, a compass, and a flashlight.
 - (B) For the trip we need: a map, a compass, and a flashlight.
 - (C) For the trip we need a map, a compass, and a flashlight.
 - (D) For the trip we need; a map, a compass, and a flashlight.
- 3 Identify the sentence that uses a colon correctly to introduce an explanation.
- (A) She only had one option: quit the job.
 - (B) She only had one option; quit the job.
 - (C) She only had one option, quit the job.
 - (D) She only had one option – quit the job.
- 4 Which sentence correctly links two independent clauses with a semicolon?
- (A) The sun set; the sky turned pink.
 - (B) The sun set, the sky turned pink.
 - (C) The sun set: the sky turned pink.
 - (D) The sun set – the sky turned pink.
- 5 Choose the sentence that correctly uses a semicolon before a conjunctive adverb.
- (A) She was late; therefore, she missed the opening.
 - (B) She was late, therefore, she missed the opening.
 - (C) She was late: therefore, she missed the opening.
 - (D) She was late; therefore she missed the opening.
- 6 Select the sentence that correctly uses a colon after a complete sentence to introduce a quotation.
- (A) He whispered: "I'll be back soon."
 - (B) He whispered, "I'll be back soon."
 - (C) He whispered; "I'll be back soon."
 - (D) He whispered "I'll be back soon."