**Semicolon Rules**

1. Use a semicolon between two independent clauses.

An independent clause is a complete thought. It has a subject and a predicate.

**EX:** Morgan joined the basketball team; remarkably, the 5’ 4” young lady excelled at the sport.

2. Use a semicolon between elements in a series that uses commas.

**EX:** The possible dates for the potluck dinner are Thursday, June5; Saturday, June 7; or

Monday, June 9.

EX: During our vacation we traveled to St. Clair Shores, Michigan; Sandusky, Ohio; Atlanta, Georgia; San Diego, California; and Daytona Beach, Florida.

**Colon Rules**

1. Use a colon between two complete ideas when the second idea explains the first.

**EX:** Keri pushed her dinner away: She had eaten on the car ride home.

2. Use a colon before a list.

**EX:** Grandma brought Chloe’s favorite three sweets: chocolate kisses, Tootsie Rolls, and a Snickers bar.

3. Use a colon between titles and subtitles.

**EX:** Finding Your Dream Home: A Buyer’s Guide.

4. Use a colon between volumes and page numbers.

**EX:** Marvel Comics 21:42

5. Use a colon between chapters and verse.

**EX:** Job 4:12

6. Use a colon between hours and minutes.

**EX:** It’s 2:00 A.M.—time to sleep.