

Holy Cross Convent Sr. Sec. School, Ambikapur

Online content

Class-III

Subject- English

Teacher- Shachi Kesharwani

Lesson 6 – STOPS IN SENTENCES

(The Full Stop – The Comma)

6. PUNCTUATION MARKS - Full stop(.) and Comma(,)

A. Put comma where necessary: (answer)

Answer. The Indian National Flag is the symbol of bravery , heroism , truthfulness , peace , faith and culture of our people . Let us all unite , becoming strong , under the banner of our National Flag .

PUNCTUATION

&

AMPERSAND
Use to represent the word "and"

’

APOSTROPHE
Use to show possession, to construct contractions and to make odd plurals

:

COLON
Use after a complete statement to introduce a series of items

’

COMMA
Use mainly to indicate a brief pause

—

DASH
Use to emphasize words or phrases and to summarize ideas

...

ELLIPSIS
Use to indicate a pause or a trailing off of thought

!

EXCLAMATION MARK
Use after an interjection or to indicate strong feelings

!

PERIOD
Use at the end of a complete declarative sentence

.

()

PARENTHESIS
Use to set off additional information

?

QUESTION MARK
Use to indicate a direct query

“ ”

QUOTATION MARKS
Use to set off speech, a quotation, a phrase or a word

;

SEMICOLON
Use to link two independent clauses that are closely related

B. Read the given short prayer to God. Rewrite the above prayer using full stops, commas and capital letters wherever they are needed: (answer only)

Ans. Give me steadfastness , efficiency and pure mind . Keep my mind always in the right . Do not let bad thoughts , sinful thoughts and ignorance crowd my mind . Cleanse my mind of all impurities. Let auspicious thoughts come to me , from all directions.