

“Mariko, will you tell us about Japan?” Mrs. Harris asked.
 “Yes, I’d be happy to, but I don’t know where to start,” she answered.

Circle the name of the person being spoken to in the first sentence.
 What punctuation mark comes after it? _____

Draw a line under the word that introduces the second sentence.
 What punctuation mark follows it? _____

Draw a box around the conjunction that joins the two parts of the second sentence. What punctuation mark comes before it? _____

Commas tell a reader where to pause. A comma is used to separate an **introductory word**, such as *yes* or *well*, from the rest of a sentence. It is also used to separate **independent clauses** in a **compound sentence** and to separate a **noun of direct address** from the rest of a sentence. A noun of direct address names a person who is being spoken to.

See Handbook Sections 8, 13, 14, 23

Part 1

Add the missing comma to each sentence. Then decide why the comma is needed. Write *I* for introductory word, *C* for compound sentence, *D* for direct address, or *S* for items in a series.

1. “Well Japan is made up of four large islands and thousands of smaller ones,” Mariko began. I
2. “Honshu is the biggest island and most of Japan’s people live there.” C
3. “Japan isn’t one of the biggest countries in the world but it is one of the most crowded,” Raj added. C
4. “Yes Japan has 11 cities with a population of over a million,” Mariko said. I
5. “Mrs. Harris is it true that Tokyo has 50 million people?” Raj asked. D
6. “No that’s an exaggeration. Tokyo has more than eight million people,” she said with a smile. I
7. “Japan’s cities are crowded but even big cities have many peaceful gardens,” Mariko continued. C
8. “Raj would you hold up this picture?” she asked. D
9. “This traditional garden is hundreds of years old and it’s right in the middle of Tokyo!” she said. C
10. “Mrs. Harris is it true that Japan has few natural resources?” Julie asked. D
11. “Yes Japan must import most of the raw materials it uses in industry,” she answered. I
12. “Nonetheless Japan is one of the world’s leading industrial nations,” Mariko said. I
13. “Mariko what does Japan export besides cars?” Mrs. Harris asked. D
14. “Well optical equipment, electrical machinery, and other machines are made in quantity,” she replied. I
15. “Julie can you name Japan’s other three major islands?” asked Mrs. Harris. D
16. “They are Hokkaido, Kyushu, and Sakhalin,” replied Julie. S
17. “No Sakhalin is not part of the nation of Japan,” replied Mrs. Harris. I
18. “The correct answer is Shikoku, Hokkaido, and Kyushu,” she continued. S