

Commas Worksheet

Name: _____ Date: _____ Score: _____ / 20

Exercise A · Add the missing commas (Q1–5)

Rewrite each sentence adding commas where needed.

1. *She bought milk eggs bread and butter at the shop.*

2. *Although it was late she kept working on the report.*

3. *Dr Smith the head of department arrived on Monday.*

4. *He smiled waved and walked towards the exit.*

5. *If you need help please don't hesitate to ask me.*

Exercise B · Why is the comma used? (Q6–10)

Write the reason: LIST / AFTER CLAUSE / PARENTHESIS / BEFORE CONJUNCTION / ADDRESS

6. *She plays piano, guitar, and violin.* → _____
7. *Although tired, she kept going.* → _____
8. *My friend, who lives abroad, called last night.* → _____
9. *He was tired, so he went to bed.* → _____
10. *Yes, I agree with your suggestion.* → _____

Commas — Side B

Exercise C · Comma or no comma? (Q11–13)

Write *COMMA* (add a comma) or *CORRECT* (no comma needed).

11. *She is tall and her sister is short.* → _____
12. *He runs every morning and evening.* → _____
13. *We visited Paris which is the capital of France.* → _____

Exercise D · Correct the comma error (Q14–17)

Each sentence has a comma error. Write the corrected sentence.

14. *She is a kind, generous and, patient woman.*

15. *However she decided to stay and finish the work.*

16. *The dog which was very old slept by the fire.*

17. *He said, that he would call later.*

Exercise E · Add commas to the passage (Q18–20)

Rewrite each sentence with commas in the correct places.

18. *After the concert the audience applauded cheered and demanded an encore.*

19. *Maria who had been waiting for an hour finally gave up and left.*

20. *The package included a phone a charger a case and a set of earphones.*

Answer Sheet — Commas

For teacher / self-marking use only.

Exercise A — Add the missing commas

1. She bought milk, eggs, bread, and butter at the shop.
2. Although it was late, she kept working on the report.
3. Dr Smith, the head of department, arrived on Monday.
4. He smiled, waved, and walked towards the exit.
5. If you need help, please don't hesitate to ask me.

Exercise B — Why is the comma used?

6. LIST
7. AFTER CLAUSE
8. PARENTHESIS
9. BEFORE CONJUNCTION
10. ADDRESS

Exercise C — Comma or no comma?

11. COMMA — She is tall, and her sister is short.
12. CORRECT — short compound verb, no comma needed
13. COMMA — We visited Paris, which is the capital of France.

Exercise D — Correct the comma error

14. She is a kind, generous, and patient woman.
15. However, she decided to stay and finish the work.
16. The dog, which was very old, slept by the fire.
17. He said that he would call later.

Exercise E — Add commas to the passage

18. After the concert, the audience applauded, cheered, and demanded an encore.
19. Maria, who had been waiting for an hour, finally gave up and left.
20. The package included a phone, a charger, a case, and a set of earphones.

Total: 20 points · Side A: Q1–10 · Side B: Q11–20