



The Mosley Academy

Punctuation Glossary		
Term	Definition	Example
Colon	Can be used to introduce a list	I love the following foods: apples, seeds, grapes and nuts.
	Can be used to introduce examples or explanations	The bird eats lots of snacks: he needs lots of energy for flying. My favourite colour is blue: it is the colour of my favourite team.
Semicolon	Can be used in lists	We all brought four things: a spooky ghost outfit; a funny clown costume; an animal suit; and a loud horn.
	Can show a break in a sentence	The room is hot; there are a lot of people dancing. The film was brilliant; I had a great time.
Dash	Can show a break in a sentence that is longer, or more important, than a break made by a comma	The fire spread quickly and the trees were engulfed - I was scared. All the dogs were the same - white with black spots.
Brackets, commas or dashes	Can all be used to separate a word or phrase that has been added to a sentence as an explanation or afterthought	I looked up, squinting because of the sun, and saw the birds flying across the sky. My birthday cake was chocolate (which is my absolute favourite) with chocolate buttons and chocolate icing on top as well. We catch the bus - the blue one - at 3.15 p.m. at the station.