

Coordination and Subordination: Avoiding Run-Ons, Comma Splices, And Fused Sentences.

Use **COORDINATION** to show that two or more elements in a sentence are equally important in meaning.

**Option 1:** Independent<sup>1</sup> clause , coordinating conjunction independent clause.  
, for  
, and  
, nor  
, but  
, or  
, yet  
, so

**Option 2:** Independent clause; independent clause.

**Option 3:** Independent clause ; common conjunctive adverb, independent clause.  
; consequently,  
; furthermore,  
; however,  
; indeed,  
; in fact,  
; moreover,  
; nevertheless,  
; then,  
; therefore,

Use **SUBORDINATION** to indicate that some elements in a sentence are less important than others for your meaning.

**Option 1:** Dependent<sup>2</sup> clause, independent clause.

In this situation, a sentence begins with one of the following words, so a comma must come after the dependent clause:

After  
Although  
As/As if  
Because  
During  
Even/Even though

If  
In order that  
Rather than  
Since  
Though  
Unless

Until  
When  
Whenever  
Where/Whereas  
Whether  
While

**Option 2:** Independent clause dependent clause.

In this situation, the subordinating conjunction falls in the middle of the sentence (just before the dependent clause). In this case, you do not add a comma.

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<sup>1</sup> An independent clause makes a complete statement and can stand alone as a sentence.  
I went to the grocery store.

<sup>2</sup> A dependent clause is just like an independent clause *except* that it begins with a subordinating word, which turns the independent clause into an incomplete statement that cannot stand alone as a sentence.  
When I went to the grocery store, I bought some milk.