Conjunctions are connecting words that link words, phrases, or clauses.

Conjunctions function to:
- Assert more than one action or tell about more than one person or thing
- Economize and vary sentence structures
- Connect ideas

Conjunctions do not have inflection and can be identified by their function in the sentence.

**COORDINATING CONJUNCTIONS**

These connect words, phrases, and clauses of equal rank or similar grammatical function: *for, and, nor, but, or, yet, so.*

**Note:** The acronym **FANBOYS** is useful to remember the coordinating conjunctions.

**PUNCTUATION WHEN USING COORDINATING CONJUNCTIONS**

- When joining two *independent* clauses, a comma is placed before the conjunction.

  **Example:** Mary went to the Writing Center, but John went home.

  **Note:** If the independent clauses are very short, the comma might be eliminated.

- When joining two words, phrases, or *subordinate* clauses, no comma is used.

  **Examples:**
  - WORDS: Mary and Jane came to the Writing Center often.
  - PHRASES: Mary corrected her essay and handed it in.
  - SUBORDINATE CLAUSES: The teacher asked Mary what help she received and why she received it.
Conjunctions

- When joining more than two words, phrases, or subordinate clauses, use a comma between each section of the series. A comma may or may not be used before the coordinating conjunction.
  
  **Example:** Mary asked questions, received answers, and did well on her essay.
  
  Mary asked questions, received answers, took notes and did well on her essay.

**CORRELATIVE COORDINATING CONJUNCTIONS**

These function like coordinating conjunctions but are used in pairs. One part appears in the first section being connected, and the other part appears before the second section.

**Examples:** The more you visit the Writing Center, the more your writing will improve.

Neither Mary nor John received good grades on their essays.

**COMMON CORRELATIVE COORDINATING CONJUNCTIONS:**

- as...as
- (just) as...so
- not only...but (also)
- the more...the less
- both...and
- neither...nor
- not so much
- the more...the more
- either...or
- no (or not)...or
- (that)...as such...as
- whether...or

**SUBORDINATING CONJUNCTIONS**

These connect dependent clauses to independent clauses, introducing the dependent clause and showing the relationship between the two clauses.

**Examples:** When John received a poor grade, he went to the Writing Center.

Mary did well on her essay because she visited the Writing Center.

**THE FIVE MEANINGS CONVEYED BY SUBORDINATING CONJUNCTIONS**

- **condition** (unless)
- **cause** (because)
- **time** (after)
- **manner** (as)
- **contrast** (although)
Conjunctions

Subordinating Conjunctions

- after, before, as, unless
- although (though), even though, no matter how, until
- as if, if, rather than, when
- as long as, in as much as, since, whenever
- as though, in case, that, where
- because, insofar, the day, while

Subordinating Conjunctions Ending in *that*

- assuming that, given that, now that, save that
- except that, in order that, on the grounds that, seeing that
- for fear that, in the hope that, proving that, so that

Example: Now that you are doing better, I hope you will come by.

Punctuating the Subordinate Clause

- A comma should follow an introductory adverb clause
- If the subordinate/dependent clause is nonessential, commas should be placed before and after the clause

Examples: Before the curtain fell, the actors bowed.
Mary, who is a senior, is the lead in the school play.

Subordinating Correlative Conjunctions

Subordinating conjunctions come in pairs. The subordinating correlative conjunctions are:

- and such . . . that
- if . . . then
- no sooner . . . than
- scarcely . . . when
- so . . . that

Examples: If Mary is not going, then neither am I.
No sooner had John left than Susie arrived.
ADVERBIAL CONJUNCTIONS
These serve as a link between two independent clauses. They differ from the coordinating conjunction because they are not limited to one position, and they are punctuated differently.

Note: The writer has several choices when using adverbial conjunctions. Note the punctuation in each sentence in the examples below.

Examples:  
COORDINATING CONJUNCTION: Mary is funny, but Suzie is funnier.  
ADVERBIAL CONJUNCTION: 
Mary is funny; however, Suzie is funnier. 
Mary is funny. However, Suzie is funnier. 
Mary is funny. Suzie is funnier, however.  
Mary is funny; Suzie, however, is funnier.

PRIMARY ADVERBIAL CONJUNCTIONS AND THEIR MEANINGS
Note: As with other words, these conjunctions can function as other parts of speech. Remember to identify any word by its function in the sentence, rather than its classification out of text.

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accordingly  
as a result  
consequently  
hence  
therefore  
thus

ATTITUDE  
frankly  
happily  
unfortunately  
luckily

SUMMARY  
in other words  
in summary to conclude

TIME  
at first  
finally  
meanwhile  
now  
then  
thereafter
PRACTICE

PRACTICE EXERCISE A
Underline the coordinating and correlative coordinating conjunctions in the following sentences.

Example: Mary likes to work in the Writing Center, but John does not.

1. Susie and Jane did their research in the library, but John did not.
2. Procrastinating over his studies, John not only turns in his papers late, but also gets poor grades.
3. Neither Jane nor Mary wants to see John again.
4. Use dictionaries, the sources, and grammar handbooks when you are writing your essays.
5. The more John procrastinates, the less enthusiasm he has for his homework.

PRACTICE EXERCISE B
Underline all the subordinating and correlative subordinating conjunctions in the following sentences.

Example: When Mary was finished, she handed her paper to the teacher.

1. Mary does not know if her paper will be finished in time.
2. It is as though he does not even care.
3. No sooner had Mary put her paper down than the teacher had read it.
4. After she had learned to write, Mary felt confident.

PRACTICE EXERCISE C
Punctuate the following sentences with the necessary commas; not all require punctuation.

Example: Neither Bob nor John could find his paper. Correct.

1. The sandwiches were hamburgers and hot dogs and the drinks were beer and pop.
2. When we arrived at the party Suzie was already there.
3. Mary greeted the guests and took their coats.