

## **Punctuations - Practice Worksheet Answer Key**

### **A. Choose the correct punctuations in the following sentences.**

1. In the words "See you tomorrow" she said, a comma is needed just before the second quotation mark.
2. What could the sentence He smiled and said "Hi! How are you?" use after the word said? - a colon or comma
3. Which CANNOT replace the brackets in this sentence? "May Day (also Labour Day or Workers' Day) is celebrated on May 1." - colons

### **B. Rewrite the following sentences after inserting the necessary punctuation marks, and use capital letters wherever required.**

1. will you help me.  
***Will you help me?***
2. delhi the capital of india stands on the banks of river yamuna.  
***Delhi, the capital of India, stands on the banks of river Yamuna.***
3. mrs jindal knows english hindi urdu Bengali tamil and punjabi  
***Mrs. Jindal knows English, Hindi, Urdu, Bengali, Tamil, and Punjabi.***
4. how beautiful the sky is  
***How beautiful the sky is!***
5. mother should i stay or leave  
***Mother! should I stay or leave?***
6. where do you want to go asked meera  
***"Where do you want to go?", asked Meera.***
7. she had a banana an apple a sandwich and a cup of coffee for breakfast  
***She had a banana, an apple, a sandwich, and a cup of coffee for breakfast.***

8. pardon me o god  
***Pardon me, O God!***

9. to err is human to forgive divine  
***To err is human; to forgive divine.***

10. yes i can meet you tomorrow if the weather is fine  
***Yes, I can meet you tomorrow, if the weather is fine.***

11. in the words of Murphys Law anything that can go wrong will go wrong  
***In the words of Murphy's Law: 'Anything that can go wrong will go wrong'.***

12. in that case you should have prepared four said ramu  
***"In that case you should have prepared four", said Ramu.***