



# Just Commas: 9 Rules to Master Comma Usage

*Janis Fisher Chan, Diane Lutovich*

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Commas are the most often used punctuation mark and the most often misused. Commas used incorrectly can seriously interfere with communication. A missing comma, or a comma in the wrong place, can confuse readers or even change the meaning. Worse, mistakes in punctuation can make you seem less knowledgeable.

"Just Commas" is an easy-to-use guide that includes examples, explanations, and practice exercises to help you master comma usage. You'll quickly find answers to such questions as whether to use the series comma; how to avoid run-on sentences; when to use commas to separate phrases from the rest of the sentence; when to use commas in a series of adjectives; how to use commas with quotation marks and other punctuation marks; and how to use commas in dates, addresses, and numbers.

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