

Using a Colon to Introduce a List

Name: _____

When you are going to make a list of several items, introduce the list with a colon. A colon looks like an extra period stacked on top of a period. You will also see it separating hours from minutes when you write the time. Let's look at an example of how you would use it when you are going to list the things that you need to buy at the grocery store.

When I go to the store, I need to buy the following items: milk, eggs, bread, and peanut butter.

The part of the sentence that comes before the colon should be able to stand on its own as a sentence. Notice that commas are used to separate the items that are being listed.

Use the shopping list below to write sentences about what you will buy.

Milk	Bread	Eggs	Peanut Butter
Hamburger	Chicken	Celery	Frozen Peas
Pork Chops	Ice Cream	Yogurt	Lettuce
Tomatoes	Potatoes	Jelly	Potato Chips
Butter	Broccoli	Frozen Corn	Cucumbers
Bananas	Strawberries	Lemons	Cilantro
Red Onions	Cheese	Sour Cream	Coffee
Tea Bags	Hot Cocoa Mix	Apple Juice	Oranges
	Mayonnaise	Turkey Slices	Ham Slices
	Mustard	Pickles	Ketchup

1. (sandwich) I will have three things on my sandwich: ham slices, cheese, and mayonnaise.
2. (salad) _____
3. (freezer) _____
4. (vegetables) _____
5. (dinner) _____
6. (breakfast) _____
7. (picnic) _____
8. (drinks) _____
9. (lunch) _____
10. (snack) _____

Using a Colon to Introduce a List

Name: Key

When you are going to make a list of several items, introduce the list with a colon. A colon looks like an extra period stacked on top of a period. You will also see it separating hours from minutes when you write the time. Let's look at an example of how you would use it when you are going to list the things that you need to buy at the grocery store.

When I go to the store, I need to buy the following items: milk, eggs, bread, and peanut butter.

The part of the sentence that comes before the colon should be able to stand on its own as a sentence. Notice that commas are used to separate the items that are being listed.

Use the shopping list below to write sentences about what you will buy.

Milk	Bread	Eggs	Peanut Butter
Hamburger	Chicken	Celery	Frozen Peas
Pork Chops	Ice Cream	Yogurt	Lettuce
Tomatoes	Potatoes	Jelly	Potato Chips
Butter	Broccoli	Frozen Corn	Cucumbers
Bananas	Strawberries	Lemons	Cilantro
Red Onions	Cheese	Sour Cream	Coffee
Tea Bags	Hot Cocoa Mix	Apple Juice	Oranges
	Mayonnaise	Turkey Slices	Ham Slices
	Mustard	Pickles	Ketchup

- (sandwich) I will have three things on my sandwich: ham slices, cheese, and mayonnaise.
- (salad) Answers will vary. Check for proper use of colon and commas.
- (freezer) _____
- (vegetables) _____
- (dinner) _____
- (breakfast) _____
- (picnic) _____
- (drinks) _____
- (lunch) _____
- (snack) _____