Writing Conventions: Colon Use

1. Go to the WRC reception desk and ask to check out Diana Hacker’s *A Writer’s Reference*. You will need a photo identification to check this book out for use in the WRC.
2. Turn to page 277 (section P entitled “Punctuation”) and read p. 277-78 on colon use.
3. If you have any questions, now is a good time to STOP and visit an instructor or a tutor to get some help. Write any questions you may have below before you go.

Once you are ready, go on to #4.

4. Now, go to [http://www.bristol.ac.uk/arts/skills/grammar/grammar_tutorial/page_43.htm](http://www.bristol.ac.uk/arts/skills/grammar/grammar_tutorial/page_43.htm) and complete the exercise “Using the Colon.” Print your answers when done.
5. Before reviewing your answers with an instructor or tutor, use the space below to write any questions you still have about colons:

6. Review your answers with an instructor or tutor in the WRC. Have that person sign and date this sheet.

Instructor/Tutor signature

Date

7. Return this completed, signed sheet to your instructor.