COORDINATION

In coordination you structure a compound sentence to show that both clauses are of equal importance.

A compound sentence consists of two independent clauses joined together to show that the information they express is equally important. Either one of these clauses could stand alone as a complete sentence. Neither depends on the other for clarity.

When you wish to combine two independent clauses into one sentence so as to show that the ideas expressed in them are equal, you may choose one of three options for coordination.

OPTION 1

Two independent clauses (IC) may be joined together with a semicolon when the ideas expressed in them are clearly related and a conjunction is not needed to express that relationship.

PATTERN: IC ; IC .

EXAMPLE: It rained all morning; the game was cancelled.

In this sentence, the relationship between the rain and the cancellation of the game is clear enough to be understood without a conjunction. The game was cancelled because of the rain. This causal relationship is understood, and only the semicolon is needed.

WARNING: Only a semicolon can connect two sentences in this way. If you try to join two independent clauses with a comma, the result is called a comma-spliced sentence, one type of serious sentence error.

INCORRECT: It rained all morning, the game was cancelled.

OPTION 2

A second option for structuring compound sentences uses the coordinate conjunction. The coordinate conjunction requires a comma before it in most cases. When the two independent clauses are short, the comma is frequently omitted.

PATTERN: IC , [coordinate conjunction] IC .

EXAMPLE: I had my tickets, but the usher wouldn’t seat me.

Coordinate conjunctions convey a relationship between the ideas expressed in the two independent clauses. The chart below lists the coordinate conjunctions together with their meanings.
Notice the acronym FANBOYS. You may want to use it to help you remember each of the coordinate conjunctions.

*When nor is used to join two sentences, the order of the subject and helping verb is reversed in the second sentence.
EXAMPLE: She did not want to go, nor did she want to stay behind.

**In informal communication, so is very frequently used as a coordinating conjunction.

OPTION 3

A third coordination option requires more complex punctuation and the use of conjunctive adverbs.
PATTERN: IC ; [conjunctive adverb] , IC .

The comma following the conjunctive adverb appears when the conjunctive adverb consists of two or more syllables. If it is a single syllable, no comma is needed.
EXAMPLE: I had word-processing experience; therefore, I prepared the brochure.

This pattern of punctuation is used whenever these words join two independent clauses. However, these same words can be used as transitions for which only a comma or pair of commas is required. Note the differences in structure and punctuation in the samples below. (The subjects and verbs are underlined.)

I would like to take another class; however, I must also work 35 hours per week.
My job, however, requires me to live in the city limits.
You may not go to the movies tonight; furthermore, you may not go out this weekend.
Furthermore, you need to bring your own paints.

Examine the following list of conjunctive adverbs and learn to recognize them.

<table>
<thead>
<tr>
<th>Conjunction</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>for</td>
<td>because</td>
</tr>
<tr>
<td>and</td>
<td>in addition</td>
</tr>
<tr>
<td>*nor</td>
<td>continuation of a negative idea</td>
</tr>
<tr>
<td>but</td>
<td>except/in contrast</td>
</tr>
<tr>
<td>or</td>
<td>another possibility</td>
</tr>
<tr>
<td>yet</td>
<td>nevertheless/however</td>
</tr>
<tr>
<td><strong>so</strong></td>
<td>with the result that/therefore</td>
</tr>
</tbody>
</table>

also                        | incidentally | nonetheless|
anyway                     | indeed       | otherwise  |
besides                    | instead      | still      |
consequently               | likewise     | then       |
finally                    | meanwhile    | therefore  |
furthermore                | moreover     | thus       |
however                    | nevertheless |