

KB CommEntary

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Special Edition: National Punctuation Day

It's National Punctuation Day, and this year we thought we'd shine the light on the period. That little dot at the end of your sentences. Full stop, fin, the end—you get the idea. Here are three fun facts about one of the most important marks of punctuation.

Just in case you've forgotten, a period marks the end of a sentence. Well, duh. But did you also know that you only need one space after a period? Using two spaces is so, well, pre-word processor. Join the rest of us in the 21st century and lose that extra space! In the same vein, use one space after a colon or any punctuation mark that ends a sentence.

Periods are also used inside parentheses if the information inside the parentheses is a complete sentence and is not part of another sentence. For example,

We love National Punctuation Day! (Yes, we are nerds.)

versus

We love National Punctuation Day (because it's as exciting as our birthday)!

Periods should be used in lists if the list items are sentences. Also, all items in the list should be either sentences or fragments, not a mixture of the two. To create a list that follows these rules, do the following:

- Use the minimum amount of words.
- Act like you know what you are talking about.
- Inject some humor.

Got that? Have a happy National Punctuation Day!

We hope you enjoyed this special edition of *KB CommEntary*. Stay tuned for our regular Fall 2015 issue, coming in a few weeks.

And please remember, *when it has to be right*, KB COMM is here to help.

Sincerely,

Kathy

Kathy Breuninger

KB COMM

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