

Semicolons

When to use	Example
When a coordinating conjunction (<i>but, or, yet, so for, nor</i>) is omitted between two complete thoughts.	The Finance Department approved the increase; the Marketing Department disapproved.
When two complete thoughts are linked by a transitional expression such as <i>however, therefore, according, consequently, and moreover</i> . Place a semicolon in front and a comma behind.	The manager has agreed to the project; however, we must await budget approval. Mary did not receive the promotion; therefore, she left the company.
To separate a series of phrases that already contain commas.	The board members went to different countries: Peter Jones, England; John Thomas, France; and Janet Kirby, Germany.