

## Commas to separate the parts of conventional information

Certain types of information use commas in conventional ways when written into sentences. Here are the most common ones:

<b>Names followed by a “generational suffix”–</b> Use a comma around ( <i>before and after</i> ) Jr. and Sr. but NOT around a number (e.g., III–“the third”):	A reading of a piece by Martin Luther King, <b>Jr.</b> , ended the presentation.  In 2012, the skeletal remains of Richard <b>III</b> of England were discovered buried under a car park.
<b>Titles when used with creator’s name–</b> Use commas around (before and after) the designation of the author/creator:	The painting <i>The Procession to Calvary</i> , <b>by Pieter Bruegel the Elder</b> , is almost five and a half feet wide.  A reading of a poem by Richard Hugo, “Degrees of Gray in Philipsburg,” ended the presentation.
<b>Dates–</b> Follow these models: • <b>month/day/year style:</b> • <b>day/month/year style:</b>	• <i>TIME</i> magazine of <b>November 6, 1978</b> , featured “The New U.S. Farmer” on its cover. • <i>TIME</i> magazine of <b>6 November 1978</b> featured “The New U.S. Farmer” on its cover.
<b>Addresses–</b> number & street, city, state,	Young Benny Goodman lived at <b>1125 South Francisco Avenue, Chicago, Illinois</b> , and made his professional debut on the clarinet when he was just 12 years old.
<b>Quoting source material–</b>  <b>Direct quote:</b> put a comma after/before source name:  <b>Indirect quote:</b> NO comma if “that” is used  <b>Partial quotes:</b> NO commas around partial quotes within sentences ( <i>unless the grammar of the sentence calls for commas</i> )	<p>“The group’s responsibilities,” as Kovalenko et al. explain, “were at the center of its identity” (76). –<i>MLA doc</i></p> <p>According to Menger et al. (2021), “Nothing could have prepared students for the effects the pandemic had on their social lives” (p. 1185). –<i>APA doc</i></p> <p>Cosgrove and Jones (2024) found that “All forms of ritual were encoded” and could be analyzed using the framework. –<i>APA doc</i></p> <p>A key concern expressed by the study participants was a “lack of reasonable orientation” to the processes the researchers used (Marcello 74). –<i>MLA doc</i></p>
<b>For more help with using source material, see our documentation and writing from research Writing Guides.</b>	

