

Some Common English Transition Words and Phrases

<p>Adding Information</p> <p>and not only . . . but also also moreover (more formal) furthermore (more formal) in addition (more formal)</p>	<p>Showing a Result</p> <p>so as a result therefore thus (more formal) as a consequence consequently (more formal)</p>
<p>Giving Examples</p> <p>for example for instance specifically in particular The first (second, another, etc.) example/reason is . . .</p>	<p>Establishing Time Relation or Sequence</p> <p>first second finally in conclusion in summary meanwhile</p>
<p>Showing a Contrast</p> <p>but however on the other hand otherwise instead in contrast (more formal)</p>	<p>Showing a Condition</p> <p>or whether . . . or if . . . (then)</p>
<p>Showing a Concession</p> <p>yet nevertheless (more formal) even so however although even though despite the fact that . . . despite</p>	<p>Explaining or Emphasizing</p> <p>in fact actually in other words namely (more formal)</p>
<p>Showing a Similarity</p> <p>likewise (more formal) similarly (more formal) in the same way</p>	<p>Giving an Alternative</p> <p>or either . . . or neither . . . nor (more formal)</p>

Punctuation Rules

1. Coordinating Conjunctions (for, and, nor, but, or, yet, so):
 - Put a comma before these conjunctions. **Example:** The movie has already started, **but** my friend has not arrived yet.

2. Correlative Conjunctions (These have two parts: either . . . or):
 - Put a comma before the second part if it connects 2 clauses (complete sentences).
Example: Eric is **not only** an outstanding teacher, **but** he is **also** a gourmet cook.

 - You don't need a comma if it only connects words or phrases.
Example: Eric is **not only** an outstanding teacher **but also** a gourmet cook.

3. Transitional Words and Phrases:
 - Put a comma after these if they are at the beginning of a sentence.
Example: I like to travel. **Specifically,** I enjoy places with old cathedrals.

 - Use a semicolon to connect the two sentences.
Example: I like to travel; **specifically,** I enjoy places with old cathedrals.

 - Use a comma before and after the transitional word/phrase in the middle of a clause.
Example: I like to travel, and, **specifically,** I enjoy places with old cathedrals.