



## Colons

**Use a colon to introduce a list at the end of the sentence.**

**Example:** The chef made three dishes: samosas, vegetable biryani, and chana masala.

**Use a colon to introduce a block quotation (MLA style).**

**Example:** In *Little Women*, Louisa May Alcott writes:

Have regular hours for work and play; make each day both useful and pleasant and prove that you understand the worth of time by employing it well.

**Use a colon between two independent clauses when you want to emphasize the second clause.**

**Example:** I don't understand why people watch soccer: there are hardly ever any goals.

**Do not use a colon after "such as" or "including."**

**Incorrect:** Many tech companies such as: Amazon, Google and Tesla, are starting to advertise during sporting events.

**Do not use a colon after the form of the verb "to be."**

**Incorrect:** The three most popular football players of all time are: Tom Brady, Deion Sanders and Walter Payton.

**Do not use a colon between a preposition and its subject or between a verb and its object.**

**Incorrect:** The tourists went to: Florence, Siena and Pisa.

**Note:** A colon should only be used at the end of a complete sentence, such as in the first three examples. The last three examples are improper usage of a colon before the end of a sentence. (For semicolon usage, refer to the "Semicolons" handout.)

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