

ENGLISH GRAMMAR & PUNCTUATION

Punctuation, Apostrophes & Hyphenation Mastery

40 Solved MCQs — Answer Key with Explanations

40

Questions

100%

Solved

A+

Explained

Correct answers highlighted & ticked — with a short explanation below every question

1 Choose the correctly punctuated sentence

(a) "Well," she said, "you certainly didn't waste any time." ✓

(b) Well" she said "you certainly didn't waste any time.

(c) "Well" she said "you certainly didn't waste any time.

(d) "Well," she said "you certainly didn't waste any time.

Explanation: When a quoted sentence is split by a speaker tag, both parts stay inside quotation marks. Since the second part continues the same sentence, it is not capitalized, and a comma (not a period) separates the quote from "she said."

2 Choose the correctly punctuated sentence

(a) "Is it almost over? he asked.

(b) "Is it almost over. he asked.

(c) "Is it almost over?" he asked. ✓

(d) "Is it almost over he asked.

Explanation: The quoted words form a question, so the question mark goes inside the closing quotation mark. The closing quote mark must be present, and "he asked" stays lowercase since it's a tag, not a new sentence.

3

Choose the correctly punctuated sentence

- (a) "I have had it up to here she screamed.
- (b) I have had it up to here" she screamed.
- (c) "I have had it up to here!" she screamed. ✓
- (d) "I have had it up to here," she screamed.

Explanation: The verb "screamed" signals strong emotion, so the quoted sentence should end with an exclamation mark placed inside the closing quotation marks, matching the tone of what was said.

4

Choose the correctly punctuated sentence

- (a) The song asks, "Would you like to swing on a star?" ✓
- (b) The song asks, Would you like to swing on a star?
- (c) The song asks, "Would you like to swing on a star?
- (d) The song asks, 'Would you like to swing on a star?'

Explanation: A comma introduces the quotation, the quoted question begins with a capital letter and double quotation marks, and the question mark stays inside the closing quote since the quoted words themselves ask the question.

5

Choose the correctly punctuated sentence

- (a) "May I see your I.D. card" the clerk asked.
- (b) "May I see your I.D. card the clerk asked.
- (c) "May I see your I.D. card!" the clerk asked.
- (d) "May I see your I.D. card?" the clerk asked. ✓

Explanation: The clerk is asking a question, so the sentence needs a question mark inside the closing quotation marks, followed by a lowercase speaker tag, "the clerk asked."

6

Choose the correctly punctuated sentence

- (a) Correct me if I am wrong. she said.
- (b) "Correct me if I am wrong" she said.
- (c) "Correct me if I am wrong," she said. ✓
- (d) 'Correct me if I am wrong.' she said.

Explanation: The quoted statement needs opening and closing double quotation marks, and since a speaker tag follows, the quote ends with a comma (not a period) placed inside the closing quotation mark.

7

Choose the correctly punctuated sentence

(a) I can't think of what to say. ✓

(b) I cant think of what to say.

(c) I can't think of what: to say?

(d) I can't think of what to say?

Explanation: "Can't" needs an apostrophe to show the missing letters in "cannot." The sentence is a plain statement, not a question, so it correctly ends with a period.

8

Choose the correctly punctuated sentence

(a) Hina thinks he said that he would go to the movie with her. ✓

(b) Hina thinks he said that he would to the movie with her.

(c) Hina thinks he said that "he would to the movie with her."

(d) Hina thinks he said that he would to the movie with her.

Explanation: This is reported (indirect) speech, so no quotation marks are needed. The verb "go" cannot be dropped — "he would go to the movie" is the only grammatically complete version.

9

Choose the correctly punctuated sentence

(a) Her husbands wallet was full of curious little items.

(b) Her husband's wallet was full of curious, little items. ✓

(c) Her husbands wallet was full of curious little items.

(d) Her husband's wallet was full of curious little items.

Explanation: "Husband's" needs an apostrophe to show singular possession. "Curious" and "little" are two separate, equal (coordinate) adjectives describing "items," so a comma must separate them.

10

Choose the correctly punctuated sentence

(a) I went to my mother-in-law house for dinner, last night.

(b) I went to my mother-in-law for 'dinner' last night.

(c) I went to my mother-in-law' for dinner' last night.

(d) I went to my mother-in-law's house for dinner last night. ✓

Explanation: "Mother-in-law's" needs an apostrophe + s to show possession of the compound noun. "Dinner" is an ordinary word here and should not be placed inside quotation marks.

11 Choose the correctly punctuated sentence

(a) You may not enter Mr. Harris's office without his permission. ✓

(b) You may not enter Mr Harris' office without his permission.

(c) You may not enter Mr. Harris' office without his permission.

(d) You may not enter Mr. Harris office; without his permission.

Explanation: "Mr." always takes a period as an abbreviation. For a singular name ending in s, standard style adds 's ("Harris's") to show possession, rather than the apostrophe alone.

12 Choose the correctly punctuated sentence

(a) The womens dresses are on the second floor.

(b) The women's dresses are on the second floor. ✓

(c) The womens dresses are on the second floor

(d) The womens dresses are' on the second floor.

Explanation: "Women" is already an irregular plural, so possession is formed by simply adding an apostrophe + s: "women's," not "womens."

13 Choose the correctly punctuated sentence

(a) Its a shame that had to happen'.

(b) Its' a shame that had to happen.

(c) It's a shame that had to happen. ✓

(d) 'Its a shame that had to happen.

Explanation: "It's" is the correct contraction of "it is." The other options misplace the apostrophe or add stray punctuation marks that don't belong anywhere in the sentence.

14 Choose the correctly punctuated sentence

(a) It's hard to believe that winter is almost here. ✓

(b) Its hard to believe that winter is almost here.

(c) Its hard to believe that 'winter' is almost here.

(d) It's hard to believe that 'winter' is almost here.

Explanation: "It's" is the contraction of "it is," which fits the sentence. "Winter" is a normal noun here and doesn't need to be set off in quotation marks.

15 Choose the correctly punctuated sentence

- (a) Her mother and father business went bankrupt.
- (b) Her mother' and father's business went bankrupt.
- (c) Her mother and father's business went bankrupt. ✓
- (d) Her mother's and father's business went bankrupt.

Explanation: When two people jointly own one thing, only the last name in the pair takes the possessive 's: "mother and father's business" (one shared business).

16 Choose the correctly punctuated sentence

- (a) It is his word against mine. ✓
- (b) It is his word' against mine.
- (c) It is his' word against mine.
- (d) It is his word against mine'.

Explanation: "His" and "mine" are possessive pronouns and never take an apostrophe. The sentence is correct exactly as written, with no stray apostrophes.

17 Choose the correctly punctuated sentence

(a) The movie had its desired effect. ✓

(b) The movie had it's desired effect.

(c) The movie' had it's desired effect.

(d) The movie had it's, desired effect.

Explanation: "Its" (no apostrophe) is the possessive form meaning "belonging to it." "It's" (with an apostrophe) would mean "it is," which doesn't make sense here.

18 Choose the correctly punctuated sentence

(a) Where would I find the' mens room?

(b) Where would I find the mens room?

(c) Where would I find the men's room? ✓

(d) Where would' I find the mens room?

Explanation: "Men" is an irregular plural, so the possessive is formed with apostrophe + s: "men's room," following the same rule as "women's."

19 Choose the correctly punctuated sentence

(a) Both brothers-in-law's jobs required physical labour. ✓

(b) Both brother-in-law jobs' required physical labour.

(c) Both brother-in-law's jobs required physical labour.

(d) Both brothers-in-law jobs' required physical labour.

Explanation: The plural of "brother-in-law" is "brothers-in-law" (the main noun is pluralized). The possessive apostrophe + s is then added to the end of the whole phrase: "brothers-in-law's."

20 Choose the correctly punctuated sentence

(a) It's beauty is unsurpassed.

(b) Its beauty is unsurpassed. ✓

(c) Its beauty is' unsurpassed.

(d) Its beauty is unsurpassed'.

Explanation: "Its" without an apostrophe is the correct possessive pronoun meaning "belonging to it." "It's" would incorrectly mean "it is beauty."

21

Choose the correctly punctuated sentence

(a) You're right to privacy will not be abused.

(b) Your right to privacy will not be abused. ✓

(c) You're right to privacy' will not be abused.

(d) Your right to privacy will' not be abused.

Explanation: "Your" is the possessive pronoun needed here ("your right" = the right belonging to you). "You're" means "you are," which doesn't fit the sentence.

22

Choose the correctly punctuated sentence

(a) She jumped from a two-story building. ✓

(b) She jumped, from a two story building.

(c) She jumped from. a two story-building.

(d) She jumped from a two story building?

Explanation: "Two-story" is a compound adjective describing "building" and takes a hyphen. The sentence is a statement, so no comma or question mark is needed.

23 Choose the correctly punctuated sentence

(a) You must let down your guard. ✓

(b) You must let down your guard,

(c) You must let down your guard;

(d) You must let down your guard?

Explanation: This is a simple, complete statement, so it correctly ends with a period. A comma, semicolon, or question mark would not fit a straightforward command/statement like this.

24 Choose the correctly punctuated sentence

(a) You certainly have a go get it nature.

(b) You certainly have a go get it nature

(c) You certainly have a go-get-it nature. ✓

(d) You certainly have a-go-get-it nature.

Explanation: "Go-get-it" is a compound adjective made of three words acting as one description of "nature," so all the words are linked with hyphens.

25

Choose the correctly punctuated sentence

(a) We offer around the clock coverage.

(b) We offer around-the-clock coverage. ✓

(c) We offer around the Clock-coverage.

(d) We-offer around the clock coverage.

Explanation: "Around-the-clock" is a compound adjective placed before the noun "coverage," so its words are joined with hyphens to show they work together as one description.

26

Choose the correctly punctuated sentence

(a) Look left and right before you cross the street. ✓

(b) Look left-and-right before you cross the street.

(c) Look left and right, before you cross the street.

(d) Look left and right; before you cross the street.

Explanation: "Left and right" are simple directions joined by "and," not a compound adjective, so no hyphen is needed. No comma or semicolon is needed before the following clause either.

27

Choose the correctly punctuated sentence

(a) The left-handed pitcher threw fastballs at almost 100 miles per hour. ✓

(b) The left handed pitcher threw fastballs, at almost 100 miles per hour.

(c) The left handed pitcher threw fastballs at-almost 100 miles per hour.

(d) The left handed pitcher threw fastballs at almost 100, per hour.

Explanation: "Left-handed" is a compound adjective describing "pitcher" and needs a hyphen. No comma is needed before "at almost 100 miles per hour."

28

Choose the correctly punctuated sentence

(a) The delicious, gooey frosting melted before we could refrigerate the cake. ✓

(b) The delicious gooey frosting, melted before we could refrigerate the cake.

(c) The delicious gooey frosting melted, before we could refrigerate the cake.

(d) The delicious gooey frosting melted before we, could refrigerate the cake.

Explanation: "Delicious" and "gooey" are coordinate adjectives both describing "frosting" equally, so they need a comma between them. No other commas belong in the sentence.

29

Choose the correctly punctuated sentence

(a) This is seventh-grade reading material. ✓

(b) This is seventh grade reading material.

(c) This is seventh grade, reading material.

(d) This is seventh grade; reading material.

Explanation: "Seventh-grade" is a compound adjective modifying "reading material," so it takes a hyphen. No comma or semicolon belongs inside the phrase.

30

Choose the correctly punctuated sentence

(a) This is a one-family dwelling. ✓

(b) This is a one family-dwelling.

(c) This is a one family dwelling

(d) This is a one family dwelling?

Explanation: "One-family" is a compound adjective describing "dwelling," so "one" and "family" are linked with a hyphen, and the sentence correctly ends with a period.

31

Choose the correctly punctuated sentence

(a) Do you think; he has above average intelligence?

(b) Do you think: he has above average intelligence?

(c) Do you think he has above-average intelligence? ✓

(d) Do you think he has above average intelligence.

Explanation: "Above-average" is a compound adjective describing "intelligence" and needs a hyphen. The sentence is a direct question, so it correctly ends with a question mark and needs no colon or semicolon.

32

Choose the correctly punctuated sentence

(a) She owns income-producing property. ✓

(b) She owns income producing property.

(c) She owns income producing-property.

(d) She owns income producing property?

Explanation: "Income-producing" is a compound adjective describing "property," so "income" and "producing" are joined with a hyphen before the noun.

33

Choose the correctly punctuated sentence

(a) That is a well-written letter. ✓

(b) That is well, written letter.

(c) That is a well written letter

(d) That is a well written letter?

Explanation: "Well-written" is a compound adjective describing "letter" and takes a hyphen when placed before the noun. The sentence is a statement and ends with a period.

34

Choose the correctly punctuated sentence

(a) If you are not satisfied, we will give you your money back. ✓

(b) If you are not satisfied we will give you your money back.

(c) If you are not satisfied, we will give you you're money back.

(d) If you are not satisfied we will give you you're money back.

Explanation: An introductory clause ("If you are not satisfied") is followed by a comma. "Your" (possessive) is correct here, not "you're" ("you are"), since it refers to the reader's money.

35

Choose the correctly punctuated sentence

- (a) This product comes with a money back-guarantee.
- (b) This product comes with a money-back guarantee. ✓
- (c) This product comes with a-money back guarantee.
- (d) This product comes with-a money back guarantee.

Explanation: "Money-back" is a compound adjective describing "guarantee," so "money" and "back" are hyphenated together, directly before the noun they modify.

36

Choose the correctly punctuated sentence

- (a) Please let-up on your criticisms about my writing.
- (b) Please let up on your criticisms about my writing. ✓
- (c) Please let up-on your criticisms about my writing.
- (d) Please let up on your criticisms about my writing

Explanation: "Let up on" is a phrasal verb, not a compound adjective, so its words stay separate with no hyphens. The sentence is a request/command ending in a period.

37

Choose the correctly punctuated sentence

(a) The small, plastic lid seems to be missing.

(b) The small plastic lid seems to be missing. ✓

(c) The small plastic-lid seems to be missing.

(d) The small plastic lid seems to be missing

Explanation: "Small" and "plastic" are not equal, interchangeable (coordinate) adjectives — "plastic" tells what the lid is made of, so no comma or hyphen is needed between them.

38

Choose the correctly punctuated sentence

(a) What kindly-looking eyes my grandfather had! ✓

(b) What kindly looking eyes, my grandfather had.

(c) What kindly looking, eyes my grandfather had!

(d) What kindly looking eyes, my grandfather had!

Explanation: "Kindly-looking" is a compound adjective describing "eyes" and takes a hyphen. The sentence expresses admiration/exclamation, so it correctly ends with an exclamation mark, with no comma needed.

39 Choose the correctly punctuated sentence

(a) The tree was firmly planted in the ground. ✓

(b) The tree was firmly-planted in the ground.

(c) The tree was firmly planted in the ground?

(d) The tree was firmly, planted in the ground.

Explanation: "Firmly" is a simple adverb modifying the verb "planted," not a compound adjective, so no hyphen or comma is needed. The sentence is a statement ending in a period.

40 Choose the correctly punctuated sentence

(a) Your award is richly deserved. ✓

(b) Your award-is richly deserved.

(c) Your award is-richly deserved.

(d) Your-award is richly deserved.

Explanation: "Richly" is an adverb modifying "deserved" and does not need a hyphen — hyphens are only needed to join compound adjectives, not an adverb and the verb it modifies.

✓ **All 40 Questions Solved — Keep Practicing!**

