

: (THE COLON)

No. 18 in the Writing Center Handout Series

A colon is formed with two vertical periods and has two primary functions: it is used to introduce something or to separate elements.

Introducing an explanation, example, or appositive

When quoting from a text, you must cite the information: list the author or publication where the quote comes from followed by its page number. (The second statement gives an *explanation* of the first.)

When is...

