Conjunctions and Conjunctive Adverbs
Coordinination/Subordination

A conjunction is a word or group of words used to connect words, phrases, or clauses.

I. A. **Coordinating Conjunctions**

   Coordinating conjunctions connect words, phrases, or clauses of **equal rank**. The precise use of conjunctions is important for effective writing. (Note the use of a comma before a coordinating conjunction that joins two independent clauses.)

   1. **Use AND** to join words or word groups to stress *what they have in common*.

      Jack and Jill went up the hill.
      I used phonics in learning to read, and I wish everyone else did.

   2. **Use BUT** to emphasize *the difference* between the words or word groups it joins.

      Hopeful but worried, we returned to the city.
      I shall look at the display, but I warn you I am in no mood to buy.

   3. **Use YET**, like **BUT**, to emphasize *the differences*. **YET**, however, also suggests that the second word group is something we might not ordinarily expect.

      He was told of the dangers of swimming after eating, yet he plunged into the water.

   4. **Use FOR** to express *a causal relationship* -- one word group is a cause of the other.

      He avoided riding the subway, for he had heard that the schedules were uncertain.

   5. **Use OR** to indicate *an alternative*.

      We must reduce expenses, or our profits will disappear.

   6. **Use NOR** when *the alternative is negative*.

      We cannot have peace without arms, nor can we be sure that arms will bring peace.
7. Use **SO** to indicate *a cause or result*.

   John is in excellent physical condition, so he should easily win the race.

II. **B. Correlative Conjunctions**

Sometimes, in order to emphasize the relationship set up by coordinating conjunctions, we reinforce them with other words, forming what are known as *correlative conjunctions*.

1. The principal correlatives are these:

   - **both...and**
   - **either...or**
   - **neither...nor**
   - **not only...but (also)**

   **Either** they did not receive the notice, **or** they are not coming.  
   **Not only** are the reports incomplete, **but** they are **also** incorrect.

2. The words or word groups joined by correlatives must be alike in structure, or the force of the correlatives will be lost.

   **Incorrect:** The new book is **not only** longer, but **also** it *is* more difficult.

   **Correct:** The new book is **not only** longer, but *it* is also more difficult.

C. **Subordinating Conjunctions**

Subordinating conjunctions connect clauses that are of lesser importance than the main clause or some word in the main clause. The following are some of the more common subordinating conjunctions:

1. Words used to indicate cause -- **because, in that, since**

   Since it is raining, I will not have to water the lawn.

2. Words used to indicate concession -- **although, except, though, while**

   Although Karen is nice, I wouldn’t want to spend an entire evening with her.

3. Words used to indicate condition -- **if, whether**

   If you are going out for dinner, bring me back a hamburger.

4. Words used to indicate manner -- **as, as if, as though**

   She dominated the conversation as if she were royalty.

5. Words used to indicate place or direction -- **whence, where, wherever**

   I like to have fun wherever I can.
6. Words used to indicate purpose -- in order that, so, so that, that
   I will take classes at night so I can work during the day.

7. Words used to indicate result -- so, so that
   Alfred studied hard so that he could pass the chemistry test.

8. Words used to indicate time -- after, as long as, as soon as, before, since, when
   Before you go, you should put the dog out.

9. Some words have phrase equivalents, such as:
   wherein (in which)  whereby (by which)
   wherewith (with which)  wherefore (for which)

   These words are all subordinating conjunctions.

II. Conjunctive Adverbs
   A conjunctive adverb is a word that modifies a whole previous statement and acts as a connective.

   A. Such words as also, besides, further, however, nevertheless, thus, hence, thence, and therefore are frequently used as conjunctive adverbs. Since they function as devices for logical transition between sentences and even between paragraphs, they differ from ordinary grammatical connectives. To avoid a comma splice, a period or semicolon must be used before the conjunctive adverb that separates independent clauses.

   B. Examples

   1. The streets were so slippery that all public transportation was halted. Nevertheless, classes at the college were not canceled.

   2. I am not at all satisfied with his report of the accident; therefore, I am going to ask him to rewrite it.