#5B Parenthetical or Embedded

**A**

With a parenthetical element, use a pair of “pair-enthetical” wrappers, usually a pair of pair-enthetical commas, except when a comma falls at the beginning or the end of a sentence.

THE “PAIR OF PAIR-ENTHETICAL COMMAS” CLUE

If a clause or phrase is “extra” information, if it could be pulled out temporarily and not really be missed, it’s a parenthetical element. It needs a pair of wrappers.

1. A pair of wrappers around interruptions: parentheses.
   Grammar (a mystery to many people) takes a bit of work.
   OK, put your thumbs up over the “extra” information here.
   The base sentence still works: Grammar takes a bit of work.

2. A pair of pair-enthetical commas, one fore and one aft, except when a comma falls at the beginning or the end of a sentence.
   Grammar, as most agree, takes a bit of work.

3. A pair of wrappers around exclamations: dashes, except when one is at the beginning or the end of a sentence.
   Grammar – What a pain sometimes! -- takes a bit of work.
   [Typing a dash 1: In some general usage, type just hyphen-hyphen.]
   [Typing a dash 2: In journalism, type space-hyphen-hyphen-space.]

the state after a city (☼ Remember both commas!)
6 General Usage: Postal abbreviations Burbank, CA, is ...
J Journalism Usage: AP abbreviations Burbank, Calif., is ...

a transitional adverb (Both commas!)
   Doing that, however, may take effort.

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**B**

With an embedded integral element, use NO pair of “pair-enthetical” wrappers.

an attribution ☼ (Both commas!)
   Grammar, she said, can be learned.

an adverb at the beginning of a sentence (One is hiding!);
   a name of a correspondent at the beginning of a sentence
   First, check everything. Sam, Good going. – Jan

▲ a “which” clause ☼ xxx, which needs commas, xxx (See ▼)
▲ a title or description after a person’s name, an appositive (▼)
   Ben Vero, the mayor, ...
   Jon Vero, a neighbor, ...

▲ the year after a month and day (☼ Both commas!) (See ▼)
   G General Alternative: August 25, 2015, xxx ...
   J Journalism Usage: Aug. 25, 2015, xxx ...
   Tip 1: ☼ Month date first-comma year second-comma.
   Tip 2: ☼ Consider also using the day. Tuesday, Aug. 25, ...
   Tip 3: ☼ Try date-time-place. Aug. 25 at 2:30 p.m. in ...

▼ a “that” clause ☼ xxx that takes no commas xxx (See ▲)
▼ a title before a name (See ▲)
   ... was Mayor Ben Vero ...
▼ a month and year [with no date], an integral unit (See ▲)
   August 2013 was not too hot.

an adverb next to its modified word
   “Vero was truly an effective mayor,” she said.

a simple “of” phrase
   Katie Vrai of Chicago was ...
   Katie Vrai, 45, of Chicago was ...
   [age is the parenthetical here]
#6B. That OR Which [things]

1. ✞ THE "BEFORE-T HE-CHOICE" CLUE
   ✞ Look at the noun before the that-or-which choice.

   A. If the noun, based on any preceding information, is not a specific thing, provide the necessary ID with NO commas.

   OR

   B. If the noun, based on any preceding information, is a specific thing, then wrap any pair-enthetical with a pair of commas. [see section 5]

   the house __________
   The blue house next door ______

2. ✞ Now, separately, decide between that OR which [things].

   E. If NO commas, use that.

   OR

   F. If a pair of commas, use which.

   ☼ a pair!

   The house ______ Jack built is ...
   The blue house next door, ______ Jill built, is ...

   ☼ [The second comma may be hiding under a period until it's needed.]

EXERCISES:

The house _____ is next door is painted yellow.
The yellow house (_____ is next door) is also on fire.
The yellow house, _____ is next door, is also on fire.

The book _____ I am reading is there on the table.
The 2008 yearbook (_____ needs rebinding) is here.
The 2008 yearbook, _____ needs rebinding, is here.

A COLLECTIVE SINGULAR OR A PERSON

A collective singular, a unit (Congress, a team), is not considered to be a person or persons. Therefore, use that OR which.

The team _____ won the tourney had lost twice.

If a person or persons, use who OR whom.

The players _____ won the tourney had lost twice.

EXERCISES:

The team members _____ played rough were tired.
The team _____ played rough was tired.

☼ BRITISH USAGE

[With NO commas, Brits say that that or which are "equally correct."

She held the hand that was hurt. She held the hand which was hurt.

But, with commas, British usage designates which. (Oxford Dict.)]

TERMINOLOGY

A non-specific noun before the that/which choice uses a mandatory defining or restrictive “that” clause to identify the noun.

A specific noun before the that/which choice uses an optional non-defining or non-restrictive “which” clause to describe the noun.