

# **HYPHENS**

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*hy-phen*

# **WHAT IS A HYPHEN?**

- A hyphen is a punctuation mark that join words together (proofreading).



**WHAT ARE HYPHENS  
USED FOR?**

# **Hyphens are used for the following:**

- Two prefix with a noun (un-American).
- Two words that, when linked, describe a noun (agreed-upon sum, two-dimensional object).
- An adjective and a noun to make a compound word (accident-prone).
- Double numbers (twenty-four).
- Two nouns to make one complete word (kilogram-meter).
- Numbers and units describing a noun (1000-foot face; a 10-meter difference).

- “Self” words (self-employed, self-esteem).
- New word blends (cancer-causing, cost-effective).
- Prefixes and suffixes to words, in particular when the writer wants to avoid doubling a vowel or tripling a consonant (anti-inflammatory; shell-like).
- Multiple adjectives with the same noun (blue- and yellow-green beads; four- and five-year-olds).

(waymaker)

# **Corrected use of hyphens in sentences.**





# Example 1

## Corrected use of hyphens in a sentence:

- My *sister-in-law* is coming to town this weekend to celebrate her birthday.

The hyphen in this sentence is properly used because it is used to make *sister-in-law* a single noun, even though they are made up of more than one word.

## Example 2

Correct use of hyphens in the following sentences:

- My dad is a **self-employed** electrician and has been for ten years.
- Donna is insecure and has **low-self esteem**.
- I enjoy being independent and **self-reliant**.

Hyphens are commonly used in **self** words.

# Example 3

Correct use of hyphens in the following sentences:

- My **five-year-old** son, Brian loves his **red-and-blue-yellow** rope.

The hyphens in this sentence are used correctly because they are used in adjectives with the same noun i.e., **five-year-old** son and **red-and-blue-yellow** rope.

**Incorrect use of  
hyphens.**

**WRONG!**

# Example 1

## *Incorrect use of hyphen in this sentence:*

- My aunt sent me to the shop to buy the following vegetables-onions, tomatoes, carrots, and cabbages.

The use of the hyphen in this sentence is wrong. Hyphens should not be used in placed of a colon.

## *Correct sentence:*

- My aunt sent me to the market to buy the following vegetables: onions, tomatoes, carrots, and cabbages.

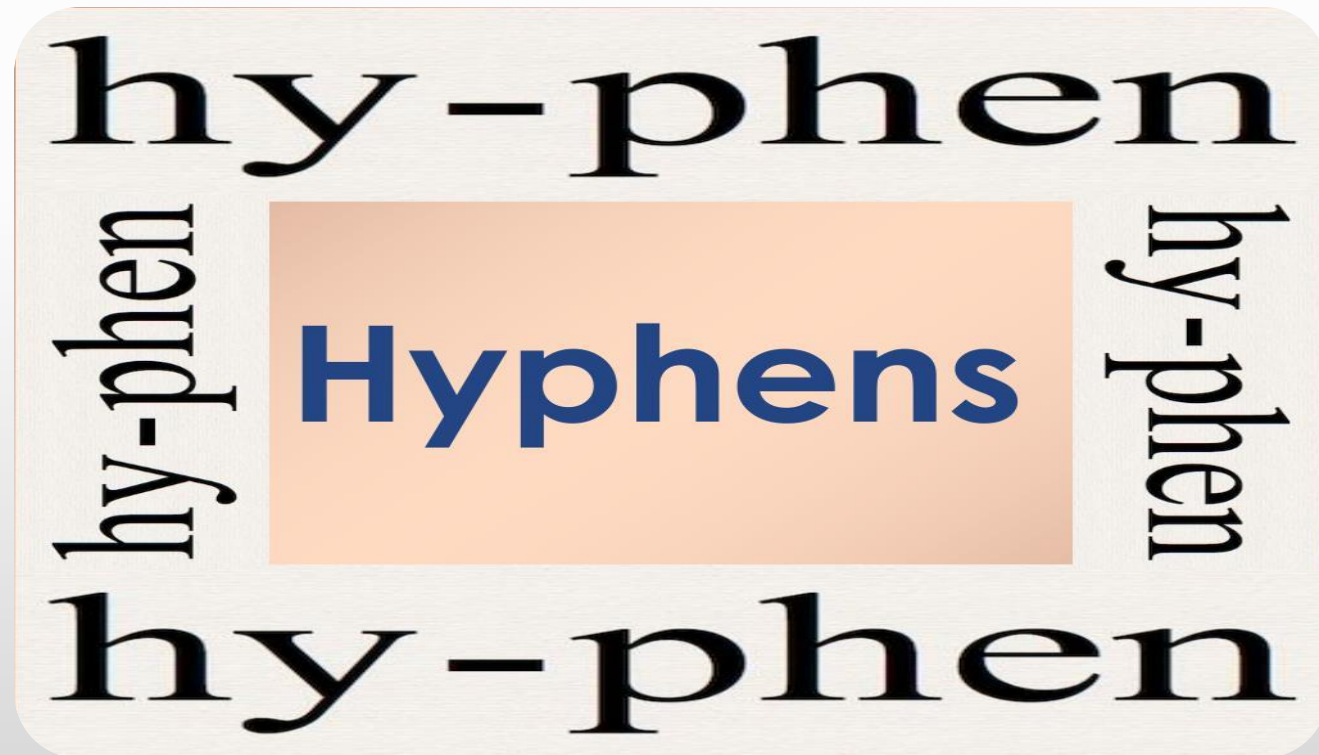
# EXAMPLE 2

## Incorrect use of hyphens:

- I love the pictures of the of the newly-married couple.

Hyphens are not used on words ending in *-ly*.

**Glad you were able to learn about the use of hyphens in academic writing.**



# Thank Much





# Work cited

- “How to use a hyphen in academic writing.” *Proofreading*, 9 Jun. 2022.

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