

Halts and Stops (Contd)

! Alas! We missed the chance.

- I talked to four of my colleagues - all of them fathers of young children - about the curriculum.

- A short-term course is taught over a short term.

: They needed five things: capital, land, labour, raw materials and market.

' I left Hari's book at the boys' school.

“He will make no objection to the ‘process’ you follow as long as the ‘objectives’ are fulfilled.”

“She replied, “The flight is delayed by an hour.”

Exclamation mark (!) Dash (-) Hyphen (-) Colon (:)

Apostrophe (') Quotation marks (" ", " ") Parentheses (())