PERIOD
The period (.) is used to separate two or more clauses. It is placed at the end of a declarative sentence, or at the end of a thought. As a sentence ending, just as and final as the exclamation mark is to the exclamatory sentence. As an abbreviation, the period is used to express a written word in a abbreviated form.

QUESTION MARK
The question mark (?) is used to indicate a question or an interrogative sentence. It is placed at the end of an interrogative sentence. When did the Earth begin to form on the moon?

COLON
A colon (:) is used as an introduction. It is placed before a list of items, or before a quotation.

BRACKETS
Brackets ([ ] ) are a pair of square brackets that are used to contain two or more words or phrases. They are used to connect the two words. They are also used to indicate a break in thought or a question.

QUOTATIONS MARKS
Quotations marks (“ ” or “ ”) are a pair of quotation marks that are used to mark the beginning and end of a direct quotation. They are also used to indicate meanings and to indicate the omission of a letter or letters.

ELLIPTIC
A ellipsis (… ) is a series of three or more dots that are used to indicate a pause or a break in thought. They are also used to indicate a change in thought.

APOTROPHE
An apostrophe ( ’ ) is used to indicate the omission of a letter or letters. It is placed after the letter or letters that are omitted. For example, the word “it’s” is used to indicate the omission of “is”.

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HYPHEN
A hyphen (–) is used at the end of a compound word or name when the syllables of a word, especially of letters or words, are divided at the end of a line. It is also used between the parts of a compound name.

EXCLAMATION POINT
The exclamation point (!) is used to express surprise or strong emotion. It is placed at the end of an exclamatory sentence. Make me furious!

DASH
An endash (–) is used that is placed at the end of a sentence. It is placed at the end of a sentence. It is also used to indicate a break in thought or a question.

BRACES
Braces ({} ) are a pair of curly brackets that are used to contain two or more words or phrases. They are used to connect the two words.

SEMICOLON
The semicolon (;) is used to separate the clauses. It is placed at the end of the clauses. It is also used to indicate the omission of a letter or letters.

COMMA
The comma (,) is used to separate two or more clauses. It is placed at the end of a sentence. Additionally, it is used to separate items in a list, to separate elements in a series, and to separate two complete sentences. However, it is not used to separate the clauses.