

Punctuation Quick Guide
<ul style="list-style-type: none"> <li>• A <b>full stop (.)</b> ends a sentence.</li> </ul>
<ul style="list-style-type: none"> <li>• A <b>question mark (?)</b> ends a sentence that asks a question.</li> </ul>
<ul style="list-style-type: none"> <li>• A <b>comma (,)</b> is used to separate parts of a sentence. It is also used to split up items in a list.</li> </ul>
<ul style="list-style-type: none"> <li>• An <b>exclamation mark (!)</b> is used at the end of a sentence to show a strong feeling or emotion like surprise, shock, pain, joy or anger.</li> </ul>
<ul style="list-style-type: none"> <li>• An <b>ellipses (...)</b> is used to show that something has been left out or is not yet finished.</li> </ul>
<ul style="list-style-type: none"> <li>• An <b>apostrophe (')</b> is used to show ownership (The girl's coat). It is also used to show that a word has been shortened by missing out letters (I am= I'm).</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Inverted Commas ("")</b> are used to show that someone is speaking they wrap around the words that are being spoken.</li> </ul>
<ul style="list-style-type: none"> <li>• A <b>colon (:)</b> is used to introduce a list or a following example (ie a classification).</li> </ul>
<ul style="list-style-type: none"> <li>• A <b>semi-colon (;)</b> is used to separate two parts of a sentence that could be written as two sentences. (I liked the book; it was a great read.)</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Brackets or Parenthesis ( )</b> are used to explain something or add extra detail (elaborate).</li> </ul>
<ul style="list-style-type: none"> <li>• A <b>dash (-)</b> is used instead of a comma, colon, semi-colon or brackets. (After months of deliberation, the jurors reached a unanimous verdict—guilty.)</li> </ul>

Grammar Basics Guide
<ul style="list-style-type: none"> <li>• We use <b>Nouns</b> to give names to people places and things.</li> </ul>
<ol style="list-style-type: none"> <li>1. <b>Abstract Nouns</b> things you cannot see or touch (e.g., bravery, joy)</li> <li>2. <b>Collective Nouns</b> words to describe groups (e.g., team, choir)</li> <li>3. <b>Proper Nouns</b> start with capital letters and they can be: <ul style="list-style-type: none"> <li>-Names of Particular People (Sally)</li> <li>-Places (Paris, Alderman Jacobs)</li> <li>-Days and Months (Monday, June)</li> </ul> </li> </ol>
<ul style="list-style-type: none"> <li>• <b>Noun Phrases</b> are groups of words that do the job of the noun. (The old, brown cow walked slowly to the field.)</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Pronouns</b> are used to replace the noun. <ul style="list-style-type: none"> <li>-Jane went to school &gt; <u>She</u> went to school</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• <b>Determiners</b> give important information about the noun. Determiners have to go before adjectives in sentences.</li> </ul>
<ol style="list-style-type: none"> <li>1. <b>Articles:</b>  <b>Definite (specific nouns) Articles: the (the picture was amazing)</b>  <b>Indefinite (any noun) articles: A, an (an apple is good for you)</b> </li> <li>2. <b>Demonstrative:</b>  <b>this, that (that book is fantastic)</b> </li> <li>3. <b>Quantifiers:</b>  <b>some, every (some noisy people arrived)</b> </li> <li>4. <b>Possessive Adjectives:</b>  <b>my, your (my name is Sam)</b> </li> </ol>
<ul style="list-style-type: none"> <li>• <b>Adjectives</b> gives information to the noun (The <b>blue</b> pencil. An <b>enormous</b> turnip.)</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Verbs</b> often tell us what someone or something is doing or feeling.  <b>Present Tense: I feel full. Past Tense: They walked home.</b> </li> </ul>

<ul style="list-style-type: none"> <li>• <b>Modal Verbs</b> are words like: will, would, can, could, should, might and must. They change the meaning of other verbs.  <b>Examples: You should help your mother. We must follow the directions.)</b> </li> </ul>
<ul style="list-style-type: none"> <li>• <b>Conjunctions</b> join two parts of a sentence and help to show the connection between the two parts of the sentence.  <b>and, for, but, or, yet, when, so, because, although, before and after</b>  Dave <b>and</b> his friend went to the park.  They couldn't play <b>because</b> it was snowing. </li> </ul>
<ul style="list-style-type: none"> <li>• <b>Adverbs</b> usually gives information about how, when, where or how much, They can be used with verbs, adjectives or other adverbs.  He <b>shouted loudly</b>. (<b>Verb</b>)  The game was <b>really exciting</b>. (<b>Adjective</b>)  She ran <b>very quickly</b>. (<b>Adverb</b>) </li> </ul>
<ul style="list-style-type: none"> <li>• A <b>conjunctive adverb</b> connects two independent clauses or sentences together.  <b>however, furthermore, secondly, consequently, meanwhile</b>  Example: I wanted to see a Disney movie; <b>however</b>, my friend wanted to see a comedy. </li> </ul>
<ul style="list-style-type: none"> <li>• <b>Adverbials</b> are groups of words used like an adverb (The ship sets sail <b>in ten minutes</b>).</li> <li>• <b>Fronted Adverbials:</b> Adverbials at the front of the sentence (In ten minutes the ship sets sail. <b>Soon</b> the ship will set sail.)</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Prepositions</b> tell us where something or someone is. (The message is <b>in</b> the bottle. The toy is <b>under</b> the table.)</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Interjections</b> are used to show feeling and emotion. They often have exclamation marks after them. (<b>Ouch!</b> I hit my toe!)</li> </ul>