

Capitalization

Some words need to begin with a capital letter.
Good writers know the rules for capitalization
and remember to use them in their writing.

What gets capitalized?

First word of a sentence

Where are you going?

My name is Bill.

It is finally the last day of school.

Names of People & Places

people – Megan

places - Target

Calendar Words

months – January

days – Tuesday

holidays - Thanksgiving

Languages

French

English

Russian

Titles

Miss

Dr.

Mrs. Or Mr.

Nationalities

American

British

Chinese

Titles

books– Matilda

movies – Harry Potter

Articles – Should We Ban Plastic
Bags?

And don't forget....

You always capitalize the letter I when it is by itself.

I am going to the park when I get home.

Punctuation

There are a variety of punctuation marks. Good writers know the role of each mark and uses them appropriately in their writing.

		
PERIODS Periods tell the reader when to stop. They go at the end of the sentence.	COMMMAS Commas tell the reader when to pause. They go in the middle of some sentences.	QUOTATION MARKS Quotation marks tell the reader when someone is speaking. They go in the middle of sentences.

		
EXCLAMATION MARKS Exclamation marks tell the reader when there is a strong emotion. They go at the end of sentences.	QUESTION MARKS Question marks tell the reader when there is a question. They go at the end of the sentence.	ELLIPSES Ellipses can be used to tell the reader when there is a continued thought or a thought that trails off.

Quotation Marks

Quotation marks are used to show dialogue. They go before and after the words someone said.

"I got an A on my test!" Billy told his mom.

There are three ways to use quotation marks.

Option 1: At the beginning.

"There are three ways to use quotation marks," said Mr. Smith.

Option 2: At the end.

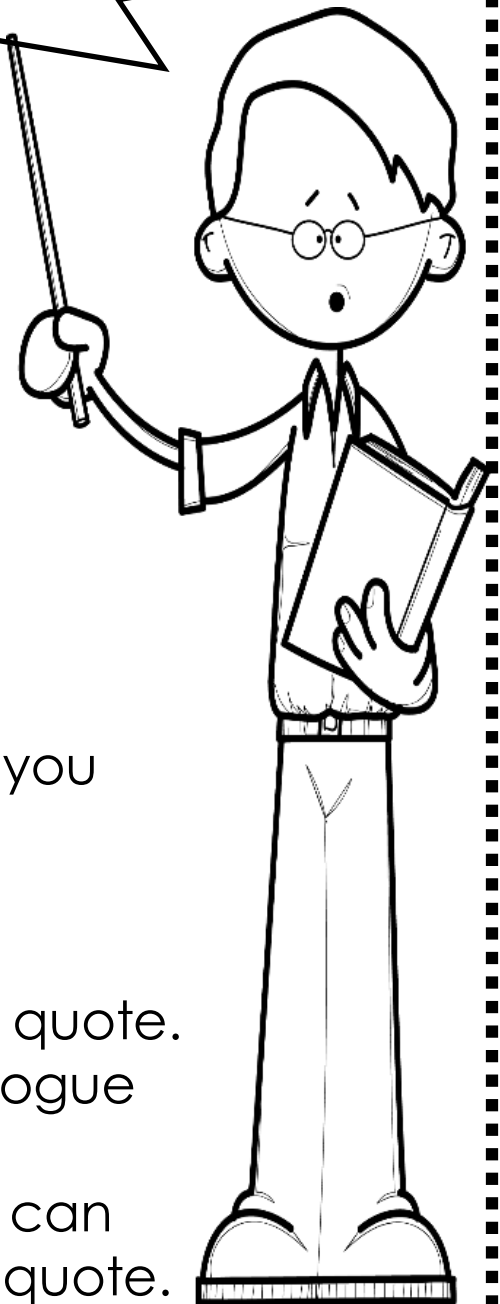
Mr. Smith said, "There are three ways to use quotation marks."

Option 3: In the middle.

"There are three ways to use quotation marks," Mr. Smith said, "But if you practice you'll figure it out."

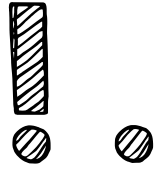
REMEMBER:

- Always capitalize the first letter of the quote.
- A comma is used to separate the dialogue and the speaker.
- A question mark or exclamation mark can take the place of a comma inside a quote.



4 Types of Sentences

There are four types of sentences. Each type of sentence serves a different purpose and has a specific type of punctuation mark.

 Declarative	A declarative sentence tells a statement. It ends in a period. It is a bright and sunny day.
 Imperative	An imperative sentence gives a command. It can end in a period or exclamation mark. Take the trash out. STOP!
 Interrogative	An interrogative sentence asks a question. It ends in a question mark. Are you going to the game tonight?
 Exclamatory	A exclamatory sentence is a statement that shows emotion. It ends in an exclamation mark. Wow! You won!

Subject Verb Agreement

The subject of a sentence is who or what a sentence is about. The verb is the action in the sentence. The subject and verb must work together to agree. This makes the sentence sound good.

Rule 1: If the noun is singular, then you will add a S to the verb.

The girl jumps rope at recess.

Rule 2: If the noun is plural, then the verb has no S at the end.

The girls jump rope at recess.

Exceptions:

- I and You are the exception. I and you are both singular subjects. When you use them you don't add an s to the end of the verb.

I jump rope at recess.

You jump rope at recess.

Subject & Predicate

All complete sentences need a subject and predicate.

SUBJECT

PREDICATE

The **SUBJECT** tells the who or what a sentence is about.
The **PREDICATE** tells what the subject is or does.

The dog

barks at the cat.

Mr. Smith

is my teacher.

Jo and Bob

played at recess.

Our family

went on vacation.

Comma Rules

Commas can be used in a variety of ways. Good writers know the rules for commas and remember to use them in their writing.

1	Commas can be used between words in a series. I like to eat cookies, cake, brownies, and ice cream.
2	Commas can be used before the conjunction in a compound sentence. I like to eat cookies, and I like to eat cake.
3	Commas can be used to set off a dependent clause at the beginning of a sentence. After thinking about it, I decided to eat the last cookie.
4	Commas can be used before and after quotation marks. “I like to eat cookies,” I said. I said, “I like to eat cookies.”
5	Commas can be used in the opening and closing of a letter. Dear Mom, I love cookies. Love, Sally

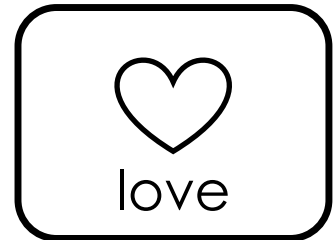
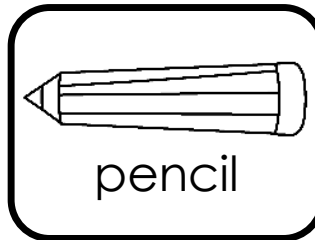
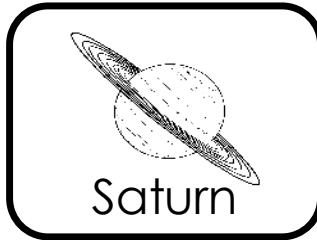
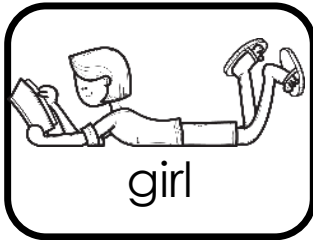
Compound & Complex Sentences

Writers will use compound and complex sentences to add variety to their writing. There are some special rules writers need to follow.

Compound	A compound sentence is two simple sentences joined by a comma and a conjunction. Simple sentence, For And Nor But Or Yet So simple sentence. I did my homework, but I wanted to go to the park.
Complex	A complex sentence is an independent clause and a dependent clause. An independent clause can stand as a sentence by itself. A dependent clause is not a complete sentence and usually has as, after, although, when, while, until, because if, since. Independent clause Dependent clause I went to the park while my sister did homework. Dependent clause comma Independent clause While my sister did homework, I went to the park.

Nouns

A noun names a person, place, thing or idea.



There are many different types of nouns.

Common nouns name any noun.

teacher

school

book

Proper nouns name a specific noun.

Mrs. Nelson

H.R. Elementary

Harry Potter

Singular nouns name one thing.

dog

child

pizza

Plural nouns name more than one.

dogs

children

pizzas

You can also add an apostrophe to make a noun possessive. A possessive noun shows ownership. In the phrase **Jake's dog**, the apostrophe tells you the dog belongs to Jake.

Verbs

A verb is a word that shows action. It can also be a word that links a noun to another word. Action Verbs can be in past, present, and future tense.

<u>Past Tense</u>	<u>Present Tense</u>	<u>Future Tense</u>
I walked home yesterday.	I am walking home today.	I will walk home tomorrow.
I cleaned my room last week.	I am cleaning my room right now.	I will clean my room later.

Most of the time you can add -ed to a verb to make it past tense. Sometimes, verbs are irregular and you have to change the spelling.

Present Tense

say

bring

tell

sing

break

Irregular Past Tense

said

brought

told

sang

broke

Adjectives

An adjective is a word that describes a noun.
It can describe or tell about:

big
small
huge

Size

smooth
rough
soft

Texture

five
few
many

Number

kind
rude
shy

Personality

red
yellow
dark

Color

round
square
large

Shape

sweet
sour
yummy

Taste

pretty
clean
tidy

Appearance

Indicative

describing one

good
fun
smart
fast

Comparative

comparing two

better
more fun
smarter
faster

Add -er or use
more

Superlative

*comparing two or
more*

best
most fun
smartest
fastest

Add -est or use
most

Adverbs

An adverb can tell more information about a verb or an adjective.

The incredibly smart boy aced his test.

In that sentence incredibly is the adverb. It gives us more information about the adjective smart which describes the boy

The dog ran quickly.

In that sentence quickly is the adverb. It gives us more information about the verb ran. It tells us how the dog ran.

Adverbs usually tell:

HOW

WHEN

WHERE

**Adverbs that tell
how:**

carefully
gently
quickly
lazily

**Adverbs that tell
when:**

yesterday
now
before
after

**Adverbs that tell
where:**

there
here
everywhere
outside

Pronouns

A pronoun is a word that takes the place of a noun.

For example:

You can replace **Becky** with the pronoun she.

You can replace **Bobby** with the pronoun he.

You can replace **Becky & Bobby** with the pronoun they.

Pronouns can be...

...the subject of the sentence

I, you, he, she, we, it, they

He slept during the movie.

...the object of a sentence

me, you, him, her, us, it, them

Did you ask him about the movie?

Pronouns can also be possessive. They can show ownership.

Used alone

mine, yours, his, hers, ours, theirs

Used before a noun

my, your, his, her, its, their, our

Conjunctions

A conjunction connects words, phrases, and sentences. There are coordinating, subordinating, and correlative conjunctions.

There are seven coordinating conjunctions.

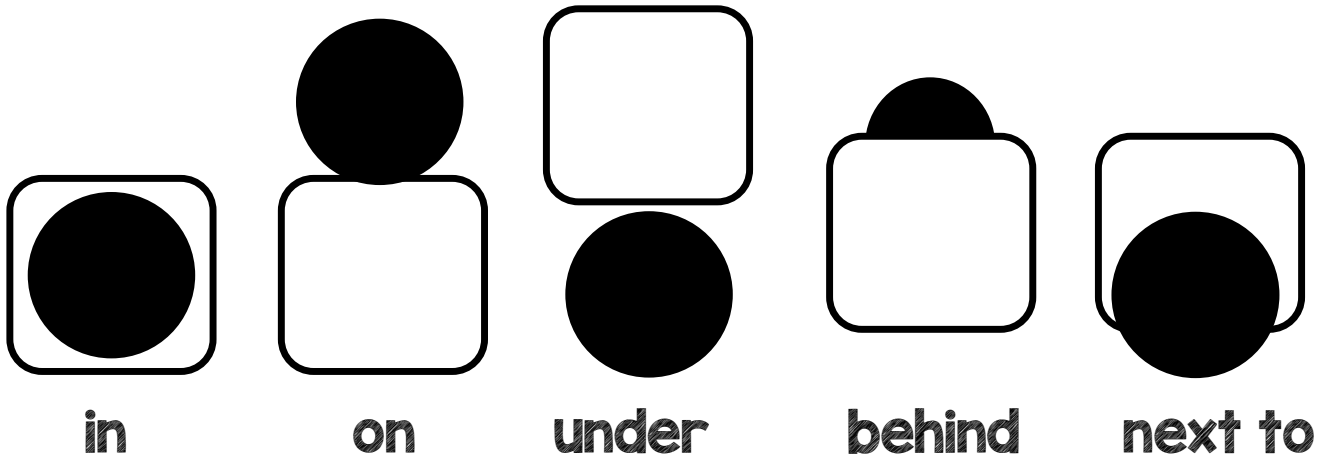
F	A	N	B	O	Y	S
for	and	nor	but	or	yet	so

Examples of FANBOYS in sentences:

For	Can you grab the book off the shelf, for I am not tall enough to reach it?
And	I went to the park, and I went down the slide.
Nor	Miles doesn't like doing his homework, nor does he like going to school.
But	The students all wanted pizza for the party, but no one wanted to buy it.
Or	We could go get ice cream, or we could go get pizza.
Yet	Projects can be really exciting, yet they can be really hard work.
So	It is raining, so we will stay inside.

Prepositions

A preposition links a noun or pronoun to the other parts of a sentence. They are usually positional words.



A prepositional phrase gives more information about the sentence. It is not a sentence all by itself but it helps the reader visualize what is going on in the sentence.

The train raced across the tracks.

The swimmer dove into the water.

Michael put the box on top of the table.

I put the groceries in the back of the car.

Joe put the peanut butter on the bread.

Interjections

Interjections are words or phrases that show:

WOW!

emotion

HI!

greeting

OK!

agreement

EEK!

sounds

Interjections help the author set the tone of the sentence.

Hey! Here are more interjections.

Interjections that show emotion Wow! Ouch! Hoorah! Rats! Darn! Ta Da!	Interjections used as a greeting Hey! Hi! Hello! Yoo-hoo!
Interjections that show agreement/disagreement Yes! No! Yeah! Nah! Ok! Nope! You Bet! Sure!	Interjections that are just sounds Aww! Argh! Ugh! Grr! Eek! Yikes! Phew!

Wow! Now you know a lot about interjections!
Wait! Don't forget to use punctuation to separate the interjection from the rest of the sentence!