

This is a glossary of words that you should expect to hear in class or written in your feedback. Try to learn them.

Punctuation and Grammar Knowledge Organiser

Grammar

1.	Verb: a 'doing' or 'being' word.	The cat <u>sits</u> on the mat. I <u>ran</u> to the shop. Did you <u>feel</u> happy about that?
	Modal verb: a type of helping verb that is used to express necessity or possibility; (e.g. must, shall, will, should, would, can, could, may, and might).	The leaves <u>were</u> blowing in the wind. I <u>must</u> go now.
2.	Noun: an object or thing.	I collapsed into the <u>chair</u> . The <u>television</u> was very loud. The <u>house</u> was for sale.
	Proper noun: name of a specific individual person, place, or organisation, spelled with an initial capital letter	<u>Jessica</u> was very tired. <u>Mr Jones</u> couldn't believe it was Monday again! <u>London</u> is a popular city to visit. Our school is called <u>Ysgol Dyffryn Aman</u> .
	Common noun: names of general items	I bought <u>apples</u> , <u>shoes</u> and <u>a pencil case</u> when I went shopping.
	Abstract noun: something you cannot see, hear, touch, taste, or smell	The boy felt <u>anxious</u> before his exam. The judge wanted to hear the <u>truth</u> . He wondered if <u>danger</u> lay ahead.
3.	Pronoun: a word used instead of a noun	<u>She</u> was ready to begin. <u>They</u> arrived just on time. <u>I</u> hope that the food is ready. <u>His</u> shoes are dirty. There is a room with two beds in <u>it</u> .
4.	Adjective: a word that describes a noun	The <u>playful</u> puppy barked. The <u>green</u> door opened. The day was <u>hot</u> .
5.	Adverb: a word to modify a verb	Tommy shouted <u>loudly</u> .
	Action adverb: provide more information about how a verb is done	The boy folded his clothes <u>neatly</u> . I <u>politely</u> opened the door for my grandmother.
	Time adverb: provides more information about when a verb takes place	<u>Yesterday</u> , we bought a new car. I haven't been going to the gym <u>lately</u> .
	Place adverb: show where the verb is happening	I searched <u>everywhere</u> . They built a house <u>nearby</u> .
	Frequency adverb: show how often the verb is done	Chloe <u>rarely</u> eats fast food these days. We <u>always</u> go to the cinema on the weekend.
6.	Preposition: word used to link nouns, pronouns, or phrases to other words within a sentence; (e.g. after, in, to, on, and with)	The sun is <u>above</u> the clouds. It's dangerous to run <u>across</u> the road. She pulled <u>down</u> the blind. The pen is <u>in</u> the drawer.
7.	Conjunction: used to connect words, phrases, clauses, or sentences	I have two goldfish <u>and</u> a cat. I want to stay in bed <u>but</u> I have to go to school. I'm getting good grades <u>because</u> I'm studying hard.
8.	Connective phrases: used to connect words phrases, clauses or sentences	<u>In particular</u> , ... <u>Of course</u> , ... <u>It would seem</u> ... <u>to show that</u> ... <u>On the other hand</u> , ... <u>In the end</u> , ... <u>To take the case of</u> ...

Parts of Sentences

1.	Clause: a clause is a group of words that contains a verb	
2.	Main clause: a clause that can form a complete sentence standing alone.	The cat sat on the mat. I screamed.
3.	Subordinate clause: A subordinate clause is one that cannot stand alone as a complete sentence.	Once Adam saw the spider Until I have my first cup of coffee

Sentences

1.	Sentence: a group of words, usually containing a subject and a verb. It must start with a capital letter, make complete sense and end with a full stop, (or if appropriate a question mark or exclamation mark).	
2.	Simple sentence: a sentence made of one main clause	The wind blew violently.
3.	Compound sentence: a sentence with two main clauses joined together.	The wind blew violently and the trees shook in fear.
4.	Complex sentence: a sentence with a main clause and a subordinate clause joined together	Although the sky was a polished blue, the wind blew violently through the terrified trees.

Punctuation and Effect

1.	Full stop: .	Used to mark the end of a sentence.
2.	Capital letter: e.g A	Used to show the start of a sentence or to show a proper noun.
3.	Comma: ,	Used to show a list, to create a complex sentence and in dialogue.
4.	Question mark: ?	Used to show a question has been asked.
5.	Exclamation mark: !	Used to show strong feelings or high volume.
6.	Semi-colon: ;	Used to join two main clauses that are closely linked (instead of a conjunction). Or, between items in a list or series if any of the items contain commas.
7.	Colon: :	Use to introduce a list, before a quotation, or between two clauses where the second clause explains the first. E.g. That is the secret of my extraordinary life: always do the unexpected.
8.	Hyphen: -	Use to join linked words or ideas e.g. fire-proof, or to add extra detail e.g. The holiday was wonderful – it was so hot!
9.	Ellipsis: ...	Use to show where words have been left out. It can help create suspense e.g. Then all I could see were shadows ...
10.	Bracket: ()	Use to show extra information e.g. The café, (which was usually so quiet), was surprised by the busy lunch hour rush.

Dialogue

1.	Speech marks: "..." Used to show conversation between people.
	Remember to take a new line each time a different person speaks.
	Remember to use a comma to separate the words spoken from the speech verbs e.g. She yelled, "Hey, give me that back!" or "Wait," he called.

