

Punctuation

Making Sense of Writing

A

Capital Letters

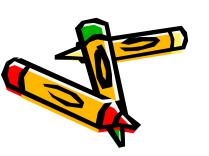
- We need these to begin a new sentence.
- For proper nouns which are the names of people, places, book and film titles.
- Can you think of any proper nouns which need a capital letter?



Proper Nouns

 Jenny, who lived in King Street, Manchester, had a pet frog who liked to jump in the air. She wrote a book about it called The Leaping Frog.





Why do we need full stops?

- Full stops are needed to divide up sentences so that we know where to pause.
- They are used when we have finished saying one thing, and we are going on to say something else.



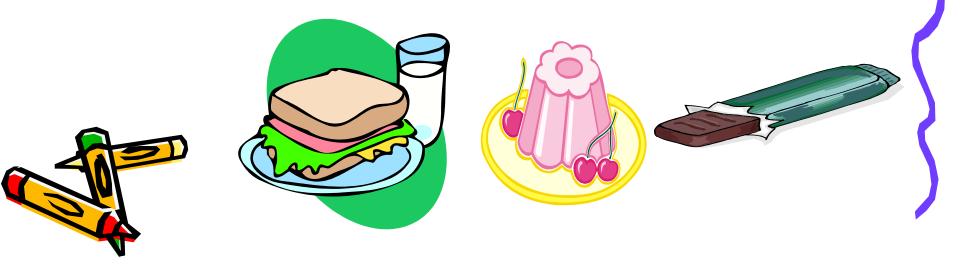
Can you spot where we need full stops?

 Sean was eating a large pizza he was getting fed up with it he decided to give the rest to the dog the dog was happy



Commas

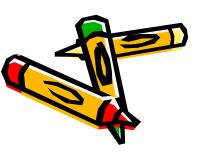
- We need commas to separate items in a list.
- She had a ham sandwich, a drink, a jelly, and a chocolate bar for lunch.



Any other reason for commas?

- We also use commas to separate clauses in complex sentences.
- The boy was playing with a football, which had been signed by Wayne Rooney.

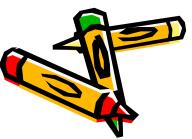




Question marks

 Of course we use question marks when a question is asked. This often occurs when characters use speech.

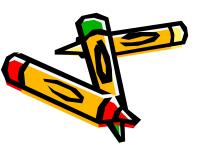




Speech marks

- We let the reader know when someone is speaking by putting speech marks around the spoken words.
- "I will be on TV some day," announced Jimmy. "Just you wait and see."



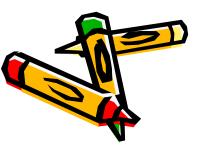


Exclamation marks!

 Exclamation marks are used to emphasise meaning. It could be to :-

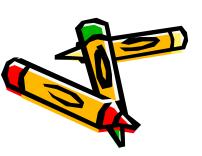
HELP!

- Give a word more strength
- Show someone is shouting
- Add a sense of urgency



What shall we do now?

- First you must use capitals and full stops. Read it out loud to yourself. Identify each sentence.
- Have you used a capital for proper nouns?
- Check if you have long sentences or lists that need dividing up with commas.
- · Have you used any questions? What do you need?
- Have you shown when a character is speaking?
- Do you wish to emphasise any words?



CHECK PUNCTUATION.

- You will all have a punctuation check list.
- Use it every time you do a piece of writing.

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