

1-2. (W2:4,17,24. Sp 2:7-9) The **apostrophe** represents missing letters and not the joining of two words (I have / I've). It can also be used to show possession (the voice belonging to the man – the man's voice) In either case, it must be placed precisely.

<i>I have</i>	<i>I've</i>	<i>has not</i>	<i>hasn't</i>
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3-4. (W2:2,5. Sp 2:17-20) **Homophones** are words that sound the same but have different meanings and different spellings.

<i>I can't (here / <u>hear</u>) you.</i>	<i>Pass me (sum / <u>some</u>) pencils please.</i>
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5-6. (W2:6,22,24. Sp 2:27,28) The **suffix** 'ly' turns an adjective into an adverb (slow-slowly). The **prefixes** 'un' and 'dis' mean 'not' or 'opposite'. When added to a word, they give it the opposite meaning (Sp 1:30)

<i>slow</i>	<i>ly</i>	<i>less</i>	<i>un</i>	<i>dis</i>	<i>agree</i>
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7. (W2:7, Sp 2:5) 'el' is much less common than 'le'. Unlike 'le', it is often used after non-ascenders or descenders.

8. (W2:7, Sp 2:6) Very few words end in 'ol'.

<i>travul</i>	<i>travil</i>	<i><u>travel</u></i>	<i><u>pistol</u></i>	<i>pistul</i>	<i>pistel</i>
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9-10. (W2:7. Sp 1:29, 2:21, 25) A **comparative** compares two things. For most one syllable adjectives just add 'er' to make the comparative. A **superlative** compares three or more things. For most one syllable adjectives just add 'est' to make the superlative.

<i>old</i>	<i>older</i>	<i>young</i>	<i>youngest</i>
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11-12. (W2:17) A **capital letter** is used to show the start of a sentence. It must also be used for the first letter of a person's name (proper noun), the personal pronoun 'I' meaning 'me' and for the names of places and the days of the week.

<i>Can I go to John's house.</i>	<i>Billy plays cricket on Sundays.</i>
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13. (W2:17,24) A **comma** is used to separate items in a list. It is not used before the last item which has 'and' in front of it. It tells the reader to pause, but not for as long as a full stop.

<i>I had lettuce, tomato, cheese and cucumber in my sandwich.</i>

14. (W2:17) An **exclamation** is usually an abrupt or excited cry or shout. It requires an **exclamation mark** to let the reader know to emphasise it.

15. (W2:18) There are four types of sentence. A question is an asking sentence and must end with a question mark.

<i>Look out!</i>	<i>statement</i>	<i>question</i>	<i><u>exclamation</u></i>	<i>command</i>
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16-17. (W2:24) A **noun** is a naming word. It names of a person, place or thing. A **verb** is a doing word. It is an action or a thing you do.

<i>The <u>cup</u> was full of <u>milk</u>.</i>	<i>He <u>jumped</u> over the gate.</i>
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18. (W2:24) An **adjective** is a describing word. It describes a noun (small, pretty, fast, broken)

19. (W2:19,24) A **phrase** has no verb and does not make sense alone. A **noun phrase** is a noun with any modifier (the dog; some tiny blue beads)

<i>The dog chased the <u>small</u> cat.</i>	<i>the <u>big</u>, <u>red</u> sun</i>
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20-21. (W2:7,20,24. Sp 1:28) Verbs can be written in past, present or future tense.

<i>scream</i>	<i>screamed</i>	<i>talk</i>	<i>talked</i>
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22. (W2:20) A **fronted adverbial** which sets an action in the future (tomorrow, next week) means the verb must be in the future tense.

<i>Tomorrow, I</i>	<i>(is / was / <u>will be</u>)</i>	<i>having my party.</i>
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23. (W2:21) Coordinating conjunctions join two independent (or equal) clauses or sentences to make a **compound** sentence. The conjunction usually occurs mid-sentence. The seven coordinating conjunctions are: and, but, so, yet, for, nor, or.

<i>Tommy forgot his coat</i>	<i>(<u>and</u> / or / but)</i>	<i>he forgot his wellies</i>
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24. (W2:21) Subordinating conjunctions join a main clause (independent) to a subordinate (dependent) clause to make a **complex** sentence. The conjunction comes at the beginning of the subordinate clause.

<i>She watered the garden</i>	<i>(<u>so that</u> / if / because)</i>	<i>her flowers did not die.</i>
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25. (W2:24) A **compound word** is a word made up of two smaller words (horse + shoe = horseshoe).

<i>post</i>	<i><u>box</u></i>	<i>road</i>	<i><u>man</u></i>	<i><u>card</u></i>
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