

Punctuation

Using a colon to introduce a list:

The following foods will be available: fresh salad, spaghetti bolognaise baked potatoes and roast chicken.

Using commas:

To mark extra information:

Jill, my boss, is 28.

After a subordinate clause:

Although it was cold, we didn't wear coats.

With connecting adverbs:

Anyway, in the end I decided not to go.

GFW: Units 19, 24, 28 and 40

Brackets, dashes and commas for parenthesis:

Parenthesis is a word or phrase inserted in a sentence to explain or elaborate.

Sam and Emma (the oldest children) are visiting.

Margaret is generally happy-she sings in the mornings!-but responsibility weighs her down.

Sarah is, I believe, leaving next week.

Semi-colons, colons or dashes to mark boundaries between independent clauses:

Colon can separate 2 sentences where the second explains the first.

The dog walked sadly to his kennel: his owner had gone out for the day.

Semi-colon can separate 2 closely related sentences.

The girls wanted to play out; the boys wanted to stay in.

My Little Book of Grammar Years Five and Six



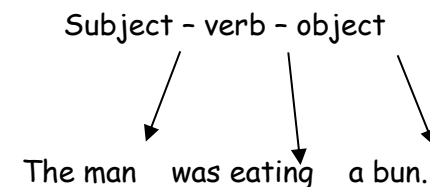
How We Make Sentences

Grammar is the study of making sentences.

English is a subject - verb - object language

Sentences:

- Made up of clauses
- Made up of phrases
- Made up of words



Nouns Pronouns Adjectives

Common nouns (*Dog, table, ball*)

Proper nouns (*London, Roger, National Gallery*)

Collective nouns (*herd, crown*)

Abstract nouns (*beauty, truth, justice*)

GFW: Unit 7 & 11

Pronouns

Personal: *I, me, you, he, him, she, her, it, we, us*

Possessive: *My, mine, your, yours, his, hers, its, our, theirs*

GFW: Unit 15 & 39

Expanded Noun and Adjectival Phrases:

a glimmering rock (expands the noun)

The man with the tall white hat is the chef.

(The group of words acts as an adjective)

Ways of Opening Sentences

A prepositional phrase:

- Place (*above, behind*)
- Position (*on, among*)
- Time (*until, since*)

GFW: Unit 42 & 44

An adverbial phrase:

Sitting quietly, she watched.

Walking slowly, I crept into the room.

Trembling with fear, he left.

Punctuation tip: have you noticed where the comma goes?

GFW: Unit 23, 39 & 44

A conjunction:

Because he was leaving, John bought gifts for his friends.

Although the day was cold, the sky was bright.

Conjunctions

Conjunctions join together:

- Two words
- Two phrases
- Two parts of a sentence

and but because or if that since yet as so that
although for while both unless wherever till

GFW: Unit 17, 32, 34 & 47

Using conjunctions, adverbs and prepositions to
express time and cause:

*later, after, next, until, before, firstly, then,
because,*

Verbs

Modal Verbs:

Can/could
Will/would
Shall/should
May/might
Must/ought

Modal verbs express a possibility. They are followed by an infinitive.

We might go.

You ought to eat.

I wouldn't do that.

Present tense

I am

We are

You are

She/he/it is

They are

Past tense

I was

We were

You were

She/he/it was

They were

Perfect Tense

I have been

Progressive

I am being

Phrases and Clauses

Phrases can't make a sentence alone. E.g.

Was sitting

On the mat

A clause contains a subject and a verb.

A simple sentence has one clause.

e.g. The cat sat.

Relative Clauses

Relative clauses beginning with who, which, where, why, whose, that

The biscuits that Tom bought have all gone.

The team, whose boots were muddy, traipsed through the school.

Types of Sentence

A compound sentence has two clauses of equal weight joined with: and, but, so, or

e.g. The cat sat and the dog stood.

Complex sentences

A complex sentence has a main clause and one or more subordinate clauses that are linked to the main clause.

e.g. The cat sat, while the dog stood.

Example of a Complex Sentence:

When I arrived, the big dog, which was called Rover, was barking, because it was lonely.

Passive Voice

A sentence using the active voice is one where the subject of the sentence is the 'agent' of the action, and the object is the recipient.

The mouse frightened the elephant. Active

In using the passive voice, the sentence is turned around so the normal object becomes the subject.

The elephant was frightened by the mouse. Passive

Subjunctive Verbs

Subjunctive

*... if I **were** you;*

*the report recommends that he **face** the tribunal;*

*it is important that they **be** aware of the provisions of the act.*

These sentences all contain a verb in the **subjunctive mood**. The subjunctive is used to express situations which are hypothetical or not yet realized.

It is distinctive only in the third person singular, where the normal indicative **-s** ending is absent

*he **face** rather than he **faces** in the example above and in the verb 'to be': I **were** rather than I **was** and they **be** rather than they **are***