

Word Class

Nouns	<p>Nouns are the names of things.</p> <ul style="list-style-type: none">• Proper nouns – are the names of particular people or places. They need a capital letter.• Common nouns – are the general names of things.• Collective nouns – are the names of groups of things.• Abstract nouns – are the names of ideas such as friendship.
Pronouns	<p>Pronouns are used in place of nouns, mostly to avoid repetition.</p> <ul style="list-style-type: none">• Personal pronouns – refer to particular people: I, you, us.• Impersonal pronouns – refer to other people: she, them.• Possessive pronouns – tell you whose: my, our. <p><i>It is important that it is clear which noun your pronoun refers to.</i></p>
Adjectives	<p>Adjectives are used to describe a noun. They are used to make writing more descriptive.</p> <p>A noun with an adjective is called a noun phrase.</p> <p>You can find alternative adjectives in a thesaurus, but be careful to choose words which still make sense in your sentence.</p>
Verbs	<p>A verb is a doing word or a being word.</p> <ul style="list-style-type: none">• Verb tense – tells us when something happens: past, present or future. <i>You should stick to the same tense when you are writing.</i>• Modal verbs – offer some possibility: could, might, would.• Verb phrases – sometimes a group of words is the verb in the sentence: might have been.• Active and Passive verbs – In an active sentence, the subject does the verb: <i>The girl</i> closed the door. In a passive sentence, the object of the sentence has the verb done to it: <i>The door</i> was closed. <i>(Level 6)</i>• Imperative verbs – are ‘bossy’ words which give commands. They can normally be found in instruction writing.

Adverbs	<p>An adverb is a word which tells us how a verb is done. It often ends –ly. Adverbs can tell us where, when or how the verb is done.</p> <ul style="list-style-type: none"> • Adverbial phrases – are groups of words which give the same information as an adverb: when we got there... <p><i>Try to vary where you put your adverbs to change your sentences.</i></p>
Prepositions	A preposition tells you where something is (it gives a position in place or time).
Article	An article is a word which determines which noun you are referring to. English has two articles: a (an) or the. <u>a</u> is the indefinite article and means that you can't identify the thing you are talking about. <u>the</u> is the definite article and means that you are talking about a particular thing.
Connective	A connective links ideas together. They can show equality in a sentence, show subordination, show time or signal cause and effect. They can be used at the start of a sentence or paragraph to join it to the previous idea or in the middle of a sentence or paragraph to link ideas together.
Contraction	A contraction is a shortened form of a word, often of a verb phrase. They use apostrophes to show where letters are missing. <u>I am</u> – <u>I'm</u> .

Writing devices

Simile	A simile compares something by saying that it is like something else: <i>The cat was as still as a statue.</i>
Metaphor	A metaphor compares something by saying that it is something else: <i>Hope is a flower.</i>
Alliteration	Alliteration is when the same sound is repeated at the start of words: <i>A perfect pile of pilchards.</i>
Personification	Personification means describing something by giving it human characteristics: <i>The buildings breathed.</i>

Punctuation – Sentence boundaries.

Capital letters and full stops	Capital letters and full stops are used to signal the start and end of a sentence. <i>All pupils must write in sentences with capital letters and full stops.</i> <ul style="list-style-type: none">• Statements and commands usually have a full stop.
Exclamation marks and Question marks	Sentences can also be ended with a question mark or an exclamation mark. <ul style="list-style-type: none">• Question marks are used for questions.• Exclamation marks are used when the sentence is surprising in some way.
Ellipses (...)	A sentence can finish with an ellipsis. This indicates that there is a break in the writing in some way. It may be that there is a long time break in a story. It can also indicate that a sentence is left unfinished.

Punctuation – Within a sentence.

Colon	A colon is used to introduce a list. It is followed by a lower case letter. Better writers might use a colon to separate a word from an explanation in a sentence.
Comma	Commas help to make the meaning of a sentence clear. They can be used to separate two clauses in a sentence. You also use a comma to separate the items in a list.
Semi-colon	A semi-colon can be used when the two parts of a sentence are very similar. You can also use a semi-colon to separate more complicated items in a list.
Apostrophe	An apostrophe can be used to show a contraction. It also shows possession: <u>Sophie's</u> cat.
Inverted commas	Inverted commas can also be called speech marks . They are used to show direct speech in a sentence. Inverted commas are placed around the speech to show what is said. A comma is placed between the speech and the rest of the sentence.
Brackets and dashes	Brackets and dashes are used to separate additional information from the main sentence.

Sentences

Phrase	A phrase is a group of words which do not make sense as a sentence by themselves. Phrases can be made from different types of words.
Clause	<p>A clause is a group of words (including a verb) which make sense as a sentence.</p> <ul style="list-style-type: none">• A main clause can form a sentence on its own: <u>We went to the park.</u>• A subordinate clause adds additional information to a main clause. It cannot be a sentence on its own: <u>because it was raining.</u> <p>Clauses can be joined in sentences with connectives. If the connective is at the start of the sentence, you need a comma to separate the clauses.</p>
Coherence	(level 6) Coherence refers to how the whole text is organised. It looks at the sequence of ideas and the ways that the order has been signalled to the reader.
Cohesion	(level 6) Cohesion refers to how ideas are linked within paragraphs. It looks at how clear the pronouns are and how connectives are used to link ideas. It also considers whether the verbs in the sentence agree.

Vocabulary

Synonym	A synonym is a word which means the same as another word.
Antonym	An antonym is a word which means the opposite of another word.
Prefix	A prefix is a few letters which can be added to the start of a word. It changes the meaning of the word: <u>appear</u> / <u>disappear</u> .
Suffix	A suffix is a few letters which can be added to the end of a word. It can change the meaning of the word and often changes its word class: <u>beauty</u> / <u>beautiful</u> (changes a noun into an adjective)
Root word	A root word is a word which can be changed or added to by a prefix or a suffix: <u>change</u> / <u>changeable</u> / <u>unchanged</u> / <u>changing</u> .
Singular and plural	Singular is when there is one thing. Plural shows that there is more than one. The plural is normally formed by adding <u>s</u> . For some words, there are other plurals which need to be learnt: <u>bird</u> / <u>birds</u>