**A Quick Grammar Review**

**Punctuation**

Punctuation helps us *understand the written word*.

**\_\_\_\_\_\_\_\_-colon**: the semi-colon joins two or more clauses when there is *no connecting word* (and, but, or). When a semi-colon is used, *all clauses are equally important*, and the reader should pay equal attention to them all.

 Ex. He is my best friend; I have known him most of my life.

**\_\_\_\_\_\_\_\_**: the colon tells the reader that something *important will follow*.

Ex. His is my best friend: he helps me through hard times and celebrates good times with me.

**\_\_\_\_\_\_\_\_\_**: the dash marks a *sudden change* in thought or sets off a summary. Parenthesis can do this, too, but the dash is more informal and conversational.

Ex. John – my best friend – lives right down the street.

**\_\_\_\_\_\_\_\_\_**: are used to *talk about a word as a word* (He used the word *really* too many times in that paragraph) or for *emphasis.* When we handwrite something, we show italics by underlining.

**\_\_\_\_\_\_\_\_\_\_\_\_:** an apostrophe shows *possession* OR *replaces a letter* in a contraction.

 Ex. The *girl’s* hat was on backwards. (one girl)

 Ex. The *girls’* hats were on backwards. (more than one girl)

 Ex. I *can’t* believe her hat is on backwards. (can’t = cannot)

**\_\_\_\_\_\_\_\_\_\_\_\_ Marks:** use at the *end of a se*ntence that expresses powerful emotion or strong feeling. But, do not over use!

Ex. Wow! I really like that.

 Ex. Get out of here!

**\_\_\_\_\_\_\_\_\_\_\_:** used to show the *removal of information* in a quote OR that the *speaker has trailed off* and left a sentence unfinished.

 Ex. “It was the . . . best movie ever!”

 Ex. “I was going to . . .” she murmured.

**Sentences**

Every complete sentence needs **a \_\_\_\_\_\_\_\_\_\_\_**(who or what the sentence is about) and **a \_\_\_\_\_\_\_\_\_** (the action of the sentence).

**Common Errors**

**1. Sentence \_\_\_\_\_\_\_\_\_\_\_\_**

-a sentence that fails to be a sentence because *it can’t stand on its own* – it is not a *complete idea*

None of these sentences make sense!

-ex. Since she came here.

-ex. The man with the big, black suitcase.

-ex. My mother, a 51 year old woman who looks 35.

*Causes*: normally missing a verb or a subject (who or what the sentence is about).

*Example Fix*: Since she came here, *I have had a headache.*

 The man with the big, black suitcase *was walking slowly.*

 My mother *is* a 51 year old woman who looks 35.

**2. \_\_\_\_\_\_\_\_\_\_-on-sentences**

-there are too many ideas in one sentence and they are *incorrectly joined together*

-often, it involves two ideas that are joined together

1) *without a conjunction* (a joining word) (creates a fused sentence)

2) or two ideas that are *incorrectly joined together by a comma* (create a comma splice)

-ex. Randy is a sweet boy he really loves animals. – fused sentence

-ex. The ship was enormous, its mast was 40 feet high. – comma splice

-ex. Cara was shy she usually refused all party invitations. – fused sentence

-ex. The mock exam will be hard, it’s a good thing we have time to practice. – comma splice

**3. \_\_\_\_\_\_\_\_\_\_\_\_ vs. That**

Do most people that buy homes actually own them?

Do most people who buy homes actually own them?

\*Using “that” instead of “who” makes it seem like the sentence is referring to homes

*Remember:*

*Who – refers to a person; that* – *refers to a thing normally*

**4. Words that \_\_\_\_\_\_\_\_\_\_ the same**

-There, their, they’re -To, too, two -Its, it’s -Where, were -Your, you’re

Learn and be aware of the differences. It makes you look very silly when you use the wrong one!

**Ways to Improve**

1. Re-read your work and try to catch your errors. Read your sentences aloud to see if they make sense.

2. Use conjunctions to join ideas together.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Conjunctions**

-join ideas together in a sentence that have equal weight -- two clauses

Remember the acronym **FANBOYS**.

For And Not But Or Yet So

Ex. He ate an apple and a pear. Ex. She was so angry, but she didn’t show it.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Conjunctions**

-connect ideas together in a sentence where one part of the sentence depends on the other (ie. the dependent clause)

*Some examples:*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| After  | Although  | As  | As if  | As long as  |
| Because  | Before  | Even If  | Even though  | If  |
| Once  | Provided  | Since  | So that  | That  |
| Though  | Till  | Unless  | Until  | What  |
| When  | Whenever  | Wherever  | Whether  | While  |

Both **coordinating conjunctions** and **subordinating conjunctions** can join clauses.

EXAMPLES:

My sister drives a truck and she smokes cigars.

Some people do not like Cecil because he never listens.

Although Milly is terrified of heights, she is an airline pilot, and she lives in a penthouse.

 A **subordinating conjunction** can appear at the beginning or in the middle of a sentence.

EXAMPLES:

After the movie started, more people came in. (Notice the comma separating the clauses)

More people came in after the movie started.

A **subordinating conjunction** causes the clause that it appears in to become dependent. In other words, it will be a sentence fragment unless it is joined to an independent clause.

EXAMPLES:

You are my favorite brother. (sentence)

Even though you are my favorite brother. (fragment)

Even though you are my favorite brother, I am going to tell Mom. (sentence)

The owner is bigger than you. (sentence)

Unless the owner is bigger than you. (fragment)

You can sit on that car unless the owner is bigger than you. (sentence)

**Let’s Practice**

Correct the following passages by identifying errors in punctuation, word choice, and sentence construction.

**Feeding the Pigs**

A man from the city came to visit a small farm, he saw a farmer feeding pigs in a very strange way. The farmer would lift a pig up to a nearby apple tree, the pig would eat the apples directly off the tree. The farmer would move the pig from one apple to another until the pig was full, then he would start again with another pig.

 The man from the city was pretty puzzled, he watched for quiet a while, finally said, “What a strange way to feed pigs! It’s a waist of time! You could save a hole lot of time if you just shook the apples off the tree and let the pigs eat them from the ground!” The farmer looked puzzled and replied, “What’s time to a pig?”

**Fussy Customer**

 A customer was bothering the waiter in a restaurant and first he asked that the air conditioning be turned up cause he was too hot, and then he asked that it be turned down cause he was too cold, and this went on, back and forth, for about an hour, but, surprisingly, the waiter was very patient, and he walked back and forth and never once got angry, and another customer finally asked him why he didn’t throw out the fussy guy and the waiter just smiled and said, “I don’t really mind, we don’t even have an air conditioner.”

**Decisions, Decisions**

A boy, a preacher, a doctor, a lawyer, and the pilot were on a plane. The pilot came on the intercom and says, “Mayday, Mayday! We’re going down! There are only four parachutes on the plan. I’m taking one and jumping right now. You guys decide who gets the other three.” Then he jumped out of the plane.

 The doctor says “I’ve saved lives my whole life, so I think that I should get one.” He grabbed a parachute and jumped out of the plan.

 The lawyer said “I’m the smartest man in the world. I’ve solved over nine dozen cases, so I’m jumping too. Goodbye!” he jumps out of the plan.

 The preacher goes up to the boy and says “I’ve lived a long and happy life. I know I’m going to heaven, so you take the last parachute and go.”

 The boys says “No, you grab this one and I’ll grab the other one because the smartest man in the world just jumped out of the plan with my backpack!”