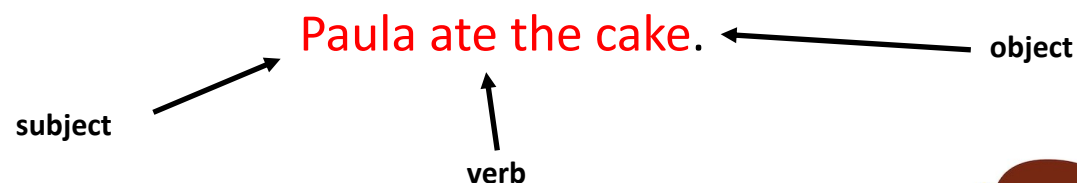




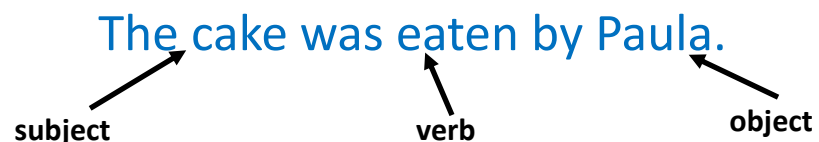
Active and Passive Sentences.

Most sentences need a subject (the noun performing the action in the sentence), a verb (the action in the sentence) and an object.



In the **active voice** the subject is carrying out the action: Paula is eating the cake.

When we use the **passive voice**, the action is done to the subject.



Hyphens

Hyphens can be used to avoid ambiguity (something having more than one possible meaning) in writing.

It was a man eating shark.



It was a man-eating shark.



Ellipsis

Ellipsis is used to add a pause for suspense at the end of a sentence.

She opened the door and
saw...

It can also show that a character's thoughts are trailing off or that someone stops speaking mid-sentence.

Subjunctive Verb Form

The subjunctive verb form makes writing sound more formal. It is used to express wishes, hopes, commands, demands or suggestions. It doesn't change when the pronoun changes.

If I **were** able to come and meet you, I would.

The school requires **that** all children wear full uniform.

Cohesion within and Across Paragraphs

Adverbials can be used to open sentences and paragraphs. They make links between the previous writing and the writing which is coming next.

Time	Place	Number/Frequency	Exception
In the beginning, Only yesterday, Meanwhile, Simultaneously Straight away, Presently,	Around here, In the city, Beyond the wall, Beside the table, Inside the cave, Above the fireplace,	Firstly, Secondly, Once, Occasionally Rarely, Every so often,	Despite this, Even though, Aside from, However, Besides, Excluding,
Cause and effect	Contrast/Comparison	Clarification	Emphasis/Addition
As a result, Subsequently, Therefore, Consequently, Due to..., For this reason,	On the other hand, Alternatively, In contrast, In Comparison, However, Nevertheless,	In fact, In other words, Above all, For instance, To summarise, In conclusion,	Most importantly, Above all else, As well as., In addition, Furthermore, Moreover,

Sammy always looks untidy. On the other hand, she keeps her car very clean.

Colons and Semi-Colons for Lists

A colon can be used to introduce a list when the introductory clause is independent (makes sense on it's own).

Ethan went to the shop to buy some ingredients: flour, butter, eggs and sugar.

Semi-colons are used in lists when extra details are included or when commas are needed within the list.

Ethan went to the shop to buy some ingredients: eggs to make an omelette; butter for his toast; and sugar, cocoa and flour, which he will use to make a cake.



Colons and Semi-Colons to Separate Clauses

Semi-colons (;), colons (:) and dashes can all be used to separate two independent clauses. (Clauses which make sense on their own.)

Semi-colons are used to separate two closely related independent clauses. A semi-colon takes the place of a conjunction.

It started to rain so I ran home.

The semi-colon replaces the conjunction 'so' to become,

It started to rain; I ran home.

Dashes can also be used to separate clauses in this way. This is most common in informal writing.

I love crisps—any flavour is fine!

Colons separate clauses when the second clause explains, or gives more detail about, the first.

Cheetahs are the fastest land mammals: they can reach speeds of up to seventy miles per hour.



Perfect Tense

The perfect tense uses have/had/has/will have to show that an action starts or ends in a different time.

Past perfect	Bertie had eaten all his toast.
Present perfect	Flossie has grown larger since she was a puppy.
Future perfect	I will have finished by bedtime.

Formal and Informal Writing

When we write we have to choose the correct style to suit the audience we are writing for. In formal writing we always use standard English. Sometimes non-standard forms can be used for effect in story writing e.g. when a character is speaking.

Formal Writing	Informal Writing
Presenting an award Writing a letter of complaint Writing a report Writing a letter of application	Talking to friends Writing an email to a friend/family Sending a text

Key Vocabulary	Definition
Active voice	The sentence begins with the subject (person or thing) performing the action
Adverbial	A word or phrase expressing time, place or manner
Ambiguity	Could have more than one meaning
Antonym	Two words are antonyms if their meanings are opposites
Bullet points	Little markers at the start of a line which are used to separate items in a list
Cohesion	'Tying' words, phrases, sentences and paragraphs together to create a piece of writing which is clear and logical to the reader, giving the text 'flow'
Colon	Punctuation mark used to introduce a list or to separate two independent clauses
Dash (one)	Punctuation mark to separate two independent clauses
Ellipsis	Punctuation mark used to show a pause at the end of a sentence, a thought trailing off or missing words in a
Hyphen	Punctuation mark used to join words
Independent clause	A clause which makes sense on its own
Object	A noun, pronoun or noun phrase that comes straight after the verb and shows what the verb is acting upon. The man chased <u>the cat</u> .
Passive voice	The object begins the sentence. <u>The cat</u> was chased by the man.
Semi-colon	Punctuation mark used to separate two independent clauses or in a detailed list of items which already contains commas
Subject	The noun, noun phrase or pronoun that names the 'do-er' or 'be-er' in a sentence. <u>The man</u> chased the cat.
Subordinate clause	It is dependent on a main clause. It doesn't make sense on its own. E.g. <u>After she picks me up</u> , Mum is taking me to
Synonym	Two words are synonyms if they have the same meaning, or similar meanings.

Year Five and Six Spelling Words

Can you spell all of these words?

accommodate	category	determined	forty	marvellous	programme	soldier
accompany	cemetery	develop	frequently	mischievous	pronunciation	stomach
according	committee	dictionary	government	muscle	queue	sufficient
achieve	communicate	disastrous	guarantee	necessary	recognise	suggest
aggressive	community	embarrass	harass	neighbour	recommend	symbol
amateur	competition	environment	hindrance	nuisance	relevant	system
ancient	conscience	equipment	identity	occupy	restaurant	temperature
apparent	conscious	equipped	immediate	occur	rhyme	thorough
appreciate	controversy	especially	immediately	opportunity	rhythm	twelfth
attached	convenience	exaggerate	individual	parliament	sacrifice	variety
available	correspond	excellent	interfere	persuade	secretary	vegetable
average	criticise	existence	interrupt	physical	shoulder	vehicle
awkward	curiosity	explanation	language	prejudice	signature	yacht
bargain	definite	familiar	leisure	privilege	sincere	
bruise	desperate	foreign	lightning	profession	sincerely	