

Week 5 Lesson 1

Can I punctuate a list?

Fast Five

Punctuate the following sentences:

1. my brothers cat is called milly
2. on sunday she stayed at home again
3. ben and holly are going to colchester castle in june
4. heidi took her children to the zoo last february
5. when i go to the shop i will get a ice cream

Fast Five Answers

1. My brother's cat is called Milly.
2. On Sunday she stayed at home.
3. Ben and Holly are going to Colchester Castle in June.
4. Heidi took her children to the zoo last February.
5. When I go to the shop I will get an ice cream.

Instruction texts

- This week we will be taking a look at instruction texts.
- We will look at some of the key features and techniques used before having a go at writing one yourself.
- Take the time to watch this video, as it includes many of the key features you will need to include.
- <https://www.bbc.co.uk/teach/class-clips-video/how-to-write-clear-instructions/zrvtscw>

Commas in Lists

We use commas to separate items in a list.

I need eggs, butter, milk, flour and oil.

I want jam, butter and marmite on my toast.

No comma
before the
and at the
end of the
list.

Can you put commas in the right place?

- 1.) I visited the castle the park and Leisure World in Colchester.
- 2.) I had fish with chips peas and lots of vinegar.
- 3.) James Hunt's car had a puncture damaged suspension and scratched paintwork.
- 4.) What a beautiful happy sunny and wonderful day.
- 5.) We made fire with a piece of paper a bit of sun and a piece of glass.

Can you put commas in the right place?

Answers

- 1.) I visited the castle, the park and Leisure World in Colchester.
- 2.) I had fish with chips, peas and lots of vinegar.
- 3.) James Hunt's car had a puncture, damaged suspension and scratched paintwork.
- 4.) What a beautiful, happy, sunny and wonderful day.
- 5.) We made fire with a piece of paper, a bit of sun and a piece of glass.

Sometimes we use a colon. When?

This is the key question to ask when you're deciding whether or not to use a colon:

Does the start of the sentence with the first item included make sense?

If it does make sense, we don't use a colon. For example:

The pot held pencils, rubbers and elastic bands. (**The pot held pencils** makes sense).

If it does not, we should use one. For example:

The pot contained the following: pencils, rubbers and elastic bands. (**The pot contained the following pencils** does not make sense)

Here is another example:

- **There are many good reasons to exercise: it's healthy, it's fun and it's free.**
- **It is good to exercise because it's healthy, it's fun and it's free.**

Which List Needs a Colon?

- A. The drink contains milk, strawberries and ice cream.
- B. The drink contains the following milk, strawberries and ice cream.
 - a. The children can choose from a range of activities tennis, orienteering or swimming.
 - b. The children can choose whether to play tennis, go orienteering or have a swim.

- A. The drink contains milk, strawberries and ice cream.
- B. The drink contains the following: milk, strawberries and ice cream.

Sentence B needs a colon for the sentence to work.

- a. The children can choose from a range of activities: tennis, orienteering or swimming.
- b. The children can choose whether to play tennis, go orienteering or have a swim.

Sentence a needs a colon for the sentence to work.

Which lists need a colon?

- A. You may be required to bring many items sleeping bags, a pan and warm clothing.
- B. You need sleeping bags, a pan and warm clothing.
- C. The waitress was carrying a plate of food, some cutlery, a napkin and a glass.

- A. You may be required to bring many items: sleeping bags, a pan and warm clothing.
- B. You need sleeping bags, a pan and warm clothing.
- C. The waitress was carrying a plate of food, some cutlery, a napkin and a glass.