

English lesson: 02

Date: 17/10/2021

Level: L3 Chemistry

Via Teams

Academic Writing

Punctuation

Capitalization

Parts of Speech

What is a sentence?

✚ Letters make **words**. Most words use small letters.

e.g. teacher, family, good, write

Some words use **capital letters** and small letters together.

e.g. **P**rofessor **G**arcia, **S**tate **U**niversity

✚ A **sentence** always begins with a **capital letter**. It also has **one space** between two words. Finally, a sentence usually ends with a **period**.

✚ A **statement** is a sentence that **gives information**. A statement always ends with a **period**.

e.g. My next class is at noon.

my essay is about me. ✗

My essay is about me. ✓

Myessayisaboutme. ✗

My essay is about me. ✓

My essay is about me ✗

My essay is about me. ✓

✚ If the sentence **asks for information**, it is a **question**. Many questions use a **question word**.

Some question words are *who*, *what*, *where*, *when*, *why*, *how*, *do*, and *did*.

A question ends with a **question mark**.

When is your next class?

There are other words that can begin questions, like *are*, *is*, *was*, and *were*. If you use one of these words at the beginning of a sentence, put a question mark at the end.

✚ There is also punctuation used in the middle of sentences, called **commas**.

- Use a comma when you write dates. The comma goes between the day and the year.

e.g. School starts on September 1, 2013.

- Use commas when you write lists that have three or more items. Put a comma after each item except for the last item. Remember to put a comma before the word *and*.

E.g. Ivan is taking math, science, and history classes.

✚ Sentences make **paragraphs**. It is important to write paragraphs correctly. A paragraph is about one idea.

The first line of a paragraph is **indented**. To indent, type about five spaces before the first word.

A paragraph **is not a list of sentences**. At the end of a sentence, type a space.
Then begin the next sentence.

I wrote my essay.
My teacher liked it.
Maybe I will get a good grade. ✗

I wrote my essay. My teacher liked
it. Maybe I will get a good grade. ✓

Check

Read the three paragraphs. Check (✓) the correct paragraph.

- 1 Today was our first class. We met our instructor. She told us about herself.
- 2 Today was our first class. We met our instructor. She told us about herself.
- 3 Today was our first class. We met our
instructor. She told us about herself.

Practice

1 Read each sentence and paragraph in the chart. Decide if they are correct or incorrect. Check (✓) the box in the correct column.

	CORRECT SENTENCE	CORRECT PARAGRAPH	NOT CORRECT
1. Today was our first class. We met our instructor. She told us about herself.			
2. That is my instructor.			
3. I like this essay. I think it is very good. It is very original.			
4. I planned my essay carefully. I wrote down a lot of ideas.			

I chose the best ideas. Then I started writing.			
5. The nursing program is very good			
6. malena wrote her personal essay. it took three hours. she needed more time.			
7. I play tennis everySaturday.			
8. I was very busy in high school I played basketball I got very good grades I also worked after school every day			

Correction

1 not correct

2 correct sentence

3 correct paragraph

4 not correct

5 not correct

6 not correct

7 not correct

8 not correct

Using Capitalization in Your Writing

Rule	Example
1. the first word in a sentence	The weather today is good.
2. the pronoun I	Maria and I live in New York.
3. people's formal and professional titles	Dr. Johnson works with Mrs. Smith.

4. proper names (specific people and places)	My brother and Tim visited Fifth Avenue in New York.
5. languages and nationalities	Many Swiss can speak German, French, and Italian.
6. the first word and important words in titles (Prepositions, conjunctions, and articles are not important words in a title.)	The Social Network Beauty and the Beast

Do not use capital letters in the middle of a word: AraBic → Arabic

Do not use all capital letters: JOE IS FROM BRAZIL → Joe is from Brazil.

Punctuation for Writing: Periods, Question Marks, and Commas.

Rule	Example
1. Put a period at the end of a statement.	The weather today is good.
2. Put a question mark at the end of a question.	What is the capital of South Korea?
3. Put a period after an abbreviation.	The U.S. flag has fifty stars and thirteen stripes.
4. Put a comma after each item in a list of three or more.	My favorite colors are blue, green, and red.
5. Do not put a comma when the list has only two items.	My favorite colors are blue and red.

6. Put a comma after and, but, so, and or when they connect two sentences (independent clauses).	My job is sometimes difficult, but I like it a lot.
7. Put a comma after the first clause when a sentence begins with after, before, because, when, and if.	After I finished the test, I called my sister.
8. Do not use a comma with after, before, because, when, and if in the second part of a sentence.	I called my sister after I finished the test.
9. Use a comma after a short phrase at the beginning of a sentence.	At the end of the story, the man and woman get married.

Parts of Speech for Writing

Part of Speech	Definition	Example
noun	the name of a person, place, or thing	Mr. Miller, the store, car
verb	a word that shows action or existence	eat, is
pronoun	a word that can take the place of a noun	she. they
adjective	a word that describes a noun or pronoun	smart
adverb	a word that talks about a verb, an adjective, or another adverb	She types quickly . She is very smart. She writes very well .

conjunction	a word that connects words, phrases, or sentences	red and green in books or in magazines It rained before the game began. The movie is long, but it is good.
preposition	a word that shows the relationship between a noun or pronoun and the rest of the sentence	The book about flying kites is in the bag on the table.
interjection	a word that shows strong emotion or excitement	Wow! Great!