

Knowledge Organiser	Subject	Topic
Year 4	English	Punctuation and Grammar

Vocabulary	
Adjective	A word that adds more information about a noun.
Adverb	A word that adds more information about verbs, adjectives or other adverbs
Adverbial	A group of words that can function as an adverb
Command	Tells you to do something. Often urgent and short. Get in the car.
Exclamation	Usually begin with 'How' or 'What. Full sentence including a verb. What happened to your car!
Noun	Names of things that we can touch (concrete) and abstract (ideas, emotions).
Paragraph	Connected sentence about one idea or theme.
Preposition	Shows the relationship between words. usually describe the position of something, the time when something happens and the way in which something is done .
Question	Sentences that ask something or show doubts. Is that your car? Usually end with question mark.
Statement	Sentence that claims something as truth. My car is blue. Ends with full stop.
Reporting clause	A clause which indicates that you are talking about what someone said or thought (said, asked, shouted).

Fronted Adverbials		
Time	Location	Feelings/manner
Today, Yesterday, Monday In the blink of an eye, Later, Recently, In June, After dusk,	Over the mountain, In the distance, On the shore, In the house, Down the stairs, Outside, Around the corner, On the boat,	Anxiously, In a flash, Suddenly, Nervously, Curiously, Joyfully, Frantically, As fast as she could,

Fronted Adverbials
<p>A fronted adverbial is a word or a phrase that goes at the beginning of a sentence.</p> <p>Fronted adverbials are used to describe the action (verb) that follows.</p> <p><u>After school</u>, I played with my friend.</p> <p><i>This fronted adverbial describes the time of the action.</i></p>

Creating expanded noun phrases to develop a clear picture

Noun	Dragon
Determiner	The dragon
Adjective	The fearsome, mighty dragon
Prepositions	The fearsome, mighty dragon, with razor sharp claws, approached the terrified tarantula.

Expanded noun phrases add information to nouns and make your writing more interesting.

The tree
is a simple noun phrase.

The great old oak tree at the bottom of the garden
is an expanded noun phrase - information has been added before and after the noun.

A tall, dark-haired man was waiting behind the door.

She handed me a worn wooden box with strange shapes carved in its lid.

There on the hill was a sinister, derelict house, towering over the wildly overgrown garden.

Apostrophe for omission

Words that are contracted to require an apostrophe for the omitted words (letters removed)

I am → I'm
Do not → Don't

Contracted words often indicate informal language.

Apostrophe for possession

Using an apostrophe for possession indicates that something is owned by someone.

If the coat belongs to Susan.

Apostrophe → Followed by an s
Susan's coat.



How to write direct speech...



Do you have speech marks at the **start** and at the **end** of the words being spoken?

"Action!" said the director.



Have you started a **new line** every time someone new starts speaking?

"Can we have a close up?" asked Sarah.
"No problem!" replied Thomas.



Do you have a **capital letter** at the start of the speech?

Bruce said, "Sorry, I forgot my lines."



Have you remembered to add **commas**?

Paul whispered, "Great job."
"Thank you," replied Justine.



Do you have **punctuation** inside the speech marks?

"That's a wrap!" cheered the producer.



Inverted commas

Quotation marks

Speech marks

There are 3 names for this piece of punctuation.

Prefixes	disagree	
A prefix is a syllable that is put in front of a base word . They sometimes make a word mean the opposite of the base word.	dis = prefix	agree = base word
	unkind	anticlockwise
	rewrite	incorrect

Base Words	agree	
The base word is the meaning part of a word. They can be used on their own.	kind	clockwise
	write	correct

Suffixes

-ment -ly -ed -ship
-es -tion -able

A suffix is a group of letters added to the end of a word to change its meaning.

care → **careless** millor

When a word ends with 'y' change it to 'i' **EXCEPT** ...when the suffix is 'ing'.

baby → babies vary → varying
duty → dutiful cry → crying
army → armies copy → copying

Can you think of others?

When a word ends in 'ce' or 'ge', keep the 'e' **IF...** ...the suffix begins with 'a' or 'o'.

notice → noticeable
change → changeable
advantage → advantageous

Can you think of others?

