

<p>TP22</p> <p>A <b>syllable</b> is a word or part of a word formed by one opening of the mouth. It usually has one vowel sound in it.</p> <p style="text-align: right;">CC18</p>	<p>TP21</p> <p>A <b>macron</b> is a symbol to indicate a long vowel sound.</p> <p style="text-align: right;">CC17</p>
<p>TP24</p> <p>A full stop is used:</p> <ul style="list-style-type: none"> <li>• At the end of a sentence.</li> <li>• to show that a word has been shortened/abbreviated, e.g. a.m., Mon. (for Monday).</li> </ul> <p style="text-align: right;">CC20</p>	<p>TP24</p> <p>An upper case or capital letter is used:</p> <ul style="list-style-type: none"> <li>• At the beginning of the first word in a sentence.</li> <li>• For the first letter of a proper name/noun e.g., John, Cardiff, Scotland.</li> <li>• For the first letter of the main words in a title of a book/story.</li> </ul> <p style="text-align: right;">CC19</p>
<p>TP24</p> <p>A comma has many uses. The most common are:</p> <ul style="list-style-type: none"> <li>• To separate words in a list.</li> <li>• To indicate a pause.</li> <li>• To separate a speaker from the words spoken which are in speech marks, e.g. Mark said, "I am going to the park." "I am going there tomorrow," said Ann.</li> </ul> <p style="text-align: right;">CC22</p>	<p>TP24</p> <p>Speech marks (quotation marks) are placed round the words spoken by someone.</p> <p style="text-align: right;">CC21</p>
<p>TP26</p> <p>Some words or syllables are stressed/accented more than others. We can use the symbol ' after the letter or syllable that is stressed. (e.g., pho'tograph and photog'raphy). In some cases the use of stress/accent can change a word's meaning (e.g., in 'valid inval'id).</p> <p style="text-align: right;">CC24</p>	<p>TP25</p> <p>An apostrophe and 's' are placed after a noun to indicate that something belongs to someone/something. If a noun is singular or itself a plural word (such as 'men') add 's to show possession e.g. Stan's coat, Ann's tin, the children's school. If the noun is plural ending in 's' or a name ending in 's' just add ' e.g., St. James' Park, the dogs' food was placed in the yard. (More than one dog.)</p> <p style="text-align: right;">CC23</p>