



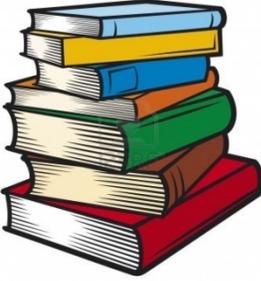
R2e. Explains how punctuation and sentence construction is used to enhance meaning.

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R2e. Explains how punctuation and sentence construction is used to enhance meaning.



What is the purpose of punctuation?

Punctuation is a series of marks on the page which are used to clarify meaning. They are included by the writer to show HOW the sentence should be read.

Punctuation can also be used to change the **structure of the writing** to clarify it for the reader (for example, bullet points).

Punctuation also guides us to use the correct **intonation** (the rise and fall of the voice) when we are reading. For example, when we ask a question, our voice usually goes up at the end.

Types of Punctuation

Your turn: can you name these punctuation marks?

Can you explain what they signal to the reader?

Can you match the punctuation mark to the message which they give to the reader?

•

,

?

!

to indicate a question
to indicate emphasis or surprise
to indicate the end of a sentence

- to mark the end of a subordinate clause within a sentence
- to separate items in a list

Can you match the punctuation mark to the message which they give to the reader?

()

:

;

-

to introduce a list or separate clauses in a sentence

to separate two main clauses

to indicate a long pause between clauses

to add extra information (parenthesis)

Your turn: which punctuation mark would you use at the end of these sentences?

What a try

When we arrive, I want to go in the sea

•
The London Eye is a key landmark in London

Have you got your swimming kit

?

•
!

The comma has two uses:

- To separate items in a list.
- To separate clauses.



Look at this list: **You will need to bring training shoes a coat a packed lunch and some spending money.**

Discussion

Why are commas needed? Where will they go?

You will need to bring training shoes, a coat, a packed lunch **and** some spending money. Remember – the purpose of punctuation is to make meaning clear to the reader. Now that there are commas in this list, it is much clearer to the reader.

Bullet points could also be used to make a list clear to the reader.

You will need to bring:

- training shoes**
- a coat**
- a packed lunch**
- some spending money**

You will need to bring:

- Training shoes.**
- A coat.**
- A packed lunch.**
- Some spending money.**

No capital letters or full stops? This is correct as long as ALL items in the list are written in the same way.

Capital letters and full stops are used in ALL items on the list.

The comma has two uses:

- To separate items in a list.
- To separate clauses.



Unless you get up early, you will miss the school trip.

Discussion

What purpose is the comma serving in this sentence?

The comma is separating the **subordinate clause** from the **main clause**. By using the comma in this way, we can write more varied and interesting sentences. It is important to pause at the comma, to show the separate clauses, and make the meaning clear.

Your turn:

Decide which punctuation is needed to make the meaning clear.

Read the sentences out loud, making sure you pause appropriately at the punctuation (so your partner can 'hear' the punctuation).

When you go skiing you need a ski-suit goggles a warm hat a scarf skis and gloves.

Although he was frightened he entered the dark room.

Having worked so hard he was thrilled with his exam results.

To make a kite you will need fabric plastic rods glue and string.

Fronted adverbials



Adverbial phrases tell us more about the verb. They can tell us **HOW, WHY, WHEN** or **WHERE** an action is done. If these phrases are at the beginning of a sentence, they are known as **FRONTED ADVERBIALS**. A fronted adverbial is always followed by a **comma**.

☐ **Noisily**, he **ate** all of the pizza.
(HOW he ate it).

☐ **Because he was hungry**, he **ate** all of the pizza. (WHY he ate it).

☐ **Yesterday**, he **ate** all of the pizza.
(WHEN he ate it).

☐ **In the kitchen**, he ate all of the pizza. (WHERE he ate it).

Fronted adverbials



The comma separates the clauses and allows the writer to give the reader more detail about the chosen verbs.

Your turn: select one of these sentences and think of a fronted adverbial for HOW, WHY, WHEN and WHERE the verb was performed. Then practise reading them back, pausing where the comma is placed.

- The dog chased the ball.
- The ghostly figure appeared.
- The firework flew into the sky.



Using parentheses.

A parenthesis is an extra part of a sentence. The sentence still makes sense without it. There are three types of parenthesis:

commas
brackets
dashes

Using parentheses means that the writer can:

- Give examples.
- Add information.
- Add a comment or an aside.

When we are reading, it is important that we take note of the parentheses as they will be performing one of these jobs, and it will affect the meaning and impact of the text.



Using parentheses.

Your turn:

- Read each sentence **OUT LOUD**.
- Make sure you change the intonation of your voice to show where the punctuation is.
- **LISTEN** to your partner – how are the two sentences different?

Usain Bolt **the current world record holder** retired this year.

Usain Bolt **(the current world record holder)** retired this year.

When we are reading, the brackets indicate that there is some extra information, so we read it as the writer intended us to.



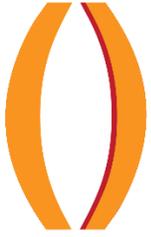
Using parentheses.

We could also use dashes or commas in the same way.

Usain Bolt, **the current world record holder**, retired this year.

Usain Bolt - **the current world record holder** - retired this year.

Usain Bolt (**the current world record holder**) retired this year.



Your turn: for each sentence, decide where the parentheses should go. Then read it out loud with the correct **intonation**.

Rhinos a protected species should not be hunted.

Mrs. Jones the headteacher is taking assembly today.

Mount Everest the highest mountain in the world is scattered with litter!

The saxophone a member of the brass family creates a wonderful sound.

How can sentence structure enhance the meaning?

We have looked at how punctuation can affect the meaning of sentences. When we are reading, the **type and structure of sentences** can also affect both the meaning and the impact of the words on us, the reader. Let's look at an example.

Slowly, Ebony made her way through the sharp brambles which edged the pathway. Every prickle felt like a needle stabbing her; gradually her hopes of finding her way out faded. Then she saw it. Right in front of her.

What do you notice about the sentences in blue compared to those in red?

What is the difference in the effect on the reader?

Slowly, Ebony made her way through the sharp brambles which edged the pathway. Every prickle felt like a needle stabbing her; gradually her hopes of finding her way out faded. **Then she saw it. Right in front of her.**

When the writer wants to give the reader plenty of detail and description, multi-clause sentences work very well. The structure of these sentences allows the reader to form a picture of the setting and an impression of how the character is feeling.

When the writer wants to create a sudden impact, however, a simple sentence structure can be very effective.

Your turn: practise reading this extract out loud, pausing at the punctuation (so that you are clear on where clauses end and understand the separate chunks of information). Try to use a tone of voice which reflects the ‘mood’ of the text. For example, if it is a short sentence to create impact, read it with that feeling.

As she edged her way slowly across the bridge, she felt it sway alarmingly.

Clutching on to the brown, frayed rope, Maddie didn’t dare look down. She knew that she was crossing the deepest ravine and that, if she fell, the huge boulders below her would not exactly be a soft landing. Heart thumping, she continued her journey across, desperately hoping that they would not catch her up. Then she heard it! No! Did she have time to reach the other side?

So, by using punctuation the author can make sure that the reader **interprets** the writing in the correct way.

Understanding this will make you both a better reader AND writer.

The structure of sentences can also be used to add meaning or impact to the words which we read.

REMEMBER – when you are reading it is **CRUCIAL** to take note of the punctuation.

This will help you to read with the correct intonation and understand what you have read!

