

Reference Sheets for ELA – Grammar and Language Arts

Keep this in ELA notebook!

General Parts of Speech:

Noun: Identifies a person, place, thing, or idea.

Example: Elaina was late for class again.

Pronoun: A word that takes the place of a noun or another pronoun.

Example: She couldn't wait to go shopping at Target with everyone.

Verb: A word that shows action or state of being.

Example: Emma ran home, but she was still late.

Adverb: A word that modifies a verb, adjective, or another adverb.

Example: She ran home very quickly.

Adjective: A word that modifies a noun or pronoun.

Example: My grandmother is a wise, kind, and funny person.

Preposition: A word that shows a relationship between a noun or pronoun to another word.

Example: The boy in the denim shorts jumped into the lake.

Conjunction: A word that joins words or groups of words.

Example: Do you want soup or salad with your meal?

Interjection: An abrupt remark that shows emotion.

Example: Wow! That was an incredible show!

Further Parts of Speech:

Articles: The words a, an, and the; these are adjectives and appear in front of nouns or pronouns and/or their adjectives.

Example: A dog barked at the mailman.

Coordinating Conjunction: A conjunction that connects two or more words, phrases, or clauses.

Example: I want a peanut butter and jelly sandwich.

****FANBOYS**

Subordinating Conjunction: A word that connects a main clause to a subordinate clause.

Example: Because I forgot my homework, I got a zero.

Verb Phrase: One verb that consists of a main verb and one or more helping verb.

Example: *If I had known, I would have brought my book with me.*

** The main verb is always last in a verb phrase.

Helping Verbs: Help the main verb in a sentence by extending the meaning.

Example: *If I had known, I would have brought my book with me.*

Linking Verbs: A verb that connects a subject with a noun or adjective; they show a state of being.

Example: *She is cold.*

Active Voice Verb: When the subject in a sentence does the action.

Example: *The police caught the suspect.*

Passive Voice Verb: When the subject in a sentence receives the action.

Example: *The suspect was caught by the police.*

Misplaced Modifier: A phrase or clause placed awkwardly in a sentence so that it appears to modify or refer to an unintended word.

Example: *He bought a horse for his sister that they called Prince.*

Verbals: Verb forms that do the work of other parts of speech.

Example: *Gerunds, participles, infinitives*

Gerund: A verb form that always ends in -ing and is used as a noun; they can be single words, or appear in phrases.

Example: *The girls enjoy shopping at the mall while the boys are playing baseball at the park.*

Participle: A verb form that can end in -ing (present participle) or -d, -ed, or an irregular form (past participle). All participles function as adjectives, and they can also appear in a phrase.

Example: *The worried, young mother was frantic as the crying baby's temperature rose to 102 degrees.*

Infinitive: The base form of a verb; it always begins with 'to.' These often function as nouns, but can also be used as adjectives or adverbs. They can also appear in a phrase.

Example: *To get to the party my mom had to drive north on Route 9.*

**In infinitives, the verb must appear immediately after the word 'to'. If the word following 'to' is anything but a verb, it is part of a prepositional phrase (*to the party*).

Parts of Sentences:

Subject: The noun or pronoun that a sentence is about.

Example: *The boys went to the zoo.*

Predicate: What the subject does; contains the verb or verb phrase.

Example: *The boys went to the zoo.*

Direct Object: Carries the action from an **action** verb.

Example: *She gave Bob the present.*

****Only used with action verbs. To find these, first find the subject and the action verb then ask what or who?**

Indirect Object: Receives the action carried by the direct object from an action verb.

Example: *She gave Bob the present.*

****Only used with action verbs that have direct objects. To find these, first find the direct object then ask to whom or for whom, or to what or for what?**

Clause: A group of words that contains a subject and a verb.

Example: *When it rained, they went inside.*

Independent Clause: A group of words that contains a subject and a verb and can stand on its own (a simple sentence).

Example: *When it rained, they went inside.*

Dependent (subordinating) clause: A group of words that contains a subject and a verb that cannot stand on its own (sentence fragment).

Example: *When it rained, they went inside.*

Phrase: A group of words that contains a subject (no verb) and functions as a modifier in a sentence.

Example: *The girl with the blue baseball cap is my friend.*

Kinds of Sentences:

Declarative Sentence: Makes a statement and always ends in a period.

Example: *School can be fun.*

Imperative Sentence: A request or a command; it can end in a period or an exclamation point.

Example: *Take out the garbage.*

****These sentences always have the implied subject, 'you'.**

Exclamatory Sentence: A sentence that shows forceful emotion; always ends in an exclamation point.

Example: *That was a great party!*

Interrogative Sentence: A sentence that asks a question; it always ends in a question mark.

Example: *Did you see the remote control?*

Types of Sentences:

Simple Sentence: A sentence consisting of only one independent clause.

Example: The students walked into the cafeteria.

Compound Sentence: A sentence that contains two or more independent clauses joined by a coordinating conjunction and a comma.

Example: They went to the movies, and then they had dinner at Applebee's.

Complex Sentence: A sentence that contains one independent clause and one or more dependent (subordinate) clauses.

Example: Because I didn't like the movie that was playing, I didn't go with them.

Compound-Complex Sentence: A sentence that contains two or more independent clauses and one or more dependent clauses.

Example: When I tripped, I stubbed my toe, and I broke my sandal.

Punctuation:

Period: Punctuation at the end of declarative and some imperative sentences; it can also be used in abbreviations.

Example: Mr. Jones gives us too much homework.

Comma: Punctuation used to separate parts of a sentence, items in a list, or to indicate a pause.

Example: Yesterday, I bought pears, apples, and grapes at the store.

Exclamation Point: Punctuation used to show forceful emotion. Never use more than one of these at a time, and use them sparingly in your writing.

Example: What a beautiful day!

Question Mark: Punctuation used in an interrogative sentence (to ask a question).

Example: Why are we doing this?

Parentheses: Punctuation used to set apart nonessential or extra information in a sentence.

Example: The class completed the assignment (more of a project, really) with some difficulty.

Quotation Marks: Punctuation marks that come at the beginning and end of a direct quotation; they are also used around the titles of short stories, articles, and other minor works.

Example: "Please pass up your papers," the teacher instructed. We are about to begin reading the short story, "The Monkey's Paw."

Colon: A punctuation mark (:) used to introduce a description, explanation, or list.

Example: The little girl requested three things for her birthday: a new American Girl doll, an electric scooter, and a trip to Disney World.

Semi-colon: A punctuation mark (;) used to separate two independent clauses in a compound sentence – as long as there is a close relationship between both ideas – or to help avoid confusion in long, detailed lists.

Example: *Dad is going bald; his hair is getting thinner every day.*

Apostrophe: A punctuation mark (') used to show possession or to indicate where letters were omitted in a contraction.

Example: *Harry's book; the girls' coats; can't*

Ellipses: Punctuation (...) used as a literary device in narratives to omit parts of a sentence. They are used to give the reader time to think or to help create suspense.

Example: *So...what happened?*

Dash: Punctuation used to set off a word or phrase after an independent clause or to set off a parenthetical remark.

Example: *He walked quickly around the block – at least as quickly as he could – but he could not find the dog.*

Hyphen: Punctuation used to join words and indicate they have a combined meaning.

Example: *brother-in-law; near-perfect score*

Figurative Language:

Simile: A comparison of two things using the word 'like' or 'as'.

Example: *She has a smile as bright as the sun.*

Metaphor: A comparison of two things that does not use the word 'like' or 'as'. They often formed by using the verb 'to be'.

Example: *My brother is a pig; he always eats all the dessert.*

Hyperbole: Extreme exaggeration used for emphasis or humor.

Example: *She cried so much I was afraid she would drown herself and me.*

Alliteration: The repetition of beginning consonant sounds.

Example: *The silly centipede stomped so hard across the sand that he slipped and hurt his foot.*

Onomatopoeia: When the name or word to indicate a thing or action imitates the sound made by it.

Example: *The bee buzzed by lazily, hopping from flower to flower.*

Personification: Giving something unhuman actual human qualities.

Example: *The trees danced in the wind, throwing their arms to the sky and swaying to and fro.*

Idioms: An expression of two or more words that means something other than the actual or literal meaning.

Example: *Jennifer always had butterflies in her stomach before she had to present to the class.*

Allusion: A reference in a literary work to another literary work or to a person, place, or event in history.
Example: She didn't care what her friends thought; he was her Romeo. (Romeo is a character in Shakespeare's play, Romeo and Juliet).

Additional Terms:

Adage: A proverb, or short wise saying, expressing a general truth.
Example: "Slow and steady wins the race."

Homophones: Two or more words having the same pronunciation but different meanings, origins, or spelling.
Example: there, their, they're; your, you're; new, knew

Homonyms: Two or more words having the same spelling but different meanings and origins.
*Example: Put the pig in his pen. My pen ran out of ink.
Turn right at the next corner. You did the right thing.*

Synonym: A word that is close in meaning to another word.
Example: pretty and attractive, shut and close, tired and exhausted

Antonym: A word that is opposite in meaning to another word.
Example: good and bad, fast and slow

Denotation: The literal meaning of a word; the dictionary definition of a word.
Example: Chick – literally means a baby bird (denotation), but is often used as a somewhat derogatory term for a woman (connotation).

Connotation: The ideas or feelings that the work evokes.
Example: Mule – literally a mix between a donkey and a horse (denotation), but used to refer to a stubborn person (connotation).

How to Punctuate Titles:

Titles of novels, anthologies, magazines, web pages, and other major works:

- Italicize font for words in title when typing
- Underline titles when handwriting or when font is already italicized

Titles of short stories, most poems, articles, and other minor works of parts of something larger:

- Put titles in quotation marks