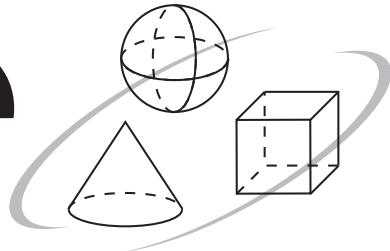# Simple Solutions.

Minutes a Day—Mastery for a Lifetime!

ENGLISH 4

Help Pages

Some material addressed in standards covered at earlier grade levels may not be available in these *Help Pages*, but you can access all grade levels of *Simple Solutions English Help Pages* at SimpleSolutions.org.

Help Pages

Parts of Speech - Nouns

A **common noun** names a person, place, thing, or idea. A **proper noun** names a particular person, place, thing or idea. A proper noun begins with a capital letter. Nouns may be singular or plural.

Some of the Functions of Nouns

Subject   The subject is whom or what the sentence is about.
                    Example: <u>Tom</u> likes to play piano.

Direct Object   A direct object receives the action of the verb.
                    Example: Tom plays the <u>piano</u>.
                    To find the DO, ask: Tom plays what?

Possessive   A possessive noun shows ownership and usually modifies another noun.
                    Examples: <u>Mr. Gore's</u> class uses <u>Tom's</u> piano.

Parts of Speech - Pronouns

A **pronoun** takes the place of a noun. The noun that the pronoun is referring to is called the **antecedent**. The antecedent is in the same sentence or a recent, earlier sentence; occasionally, an antecedent is not specifically named. It is implied, or "understood."

Examples: The <u>puppy</u> is in <u>its</u> pen.
                ("<u>its</u> pen" refers to the puppy's pen, so "puppy" is the antecedent.)
                <u>It</u> has been raining all day.
                (There is no clear antecedent, but we know "it" refers to the weather.)

Personal Pronouns

Subject Pronouns   Used as the subject of a sentence or clause
                            Singular: I, you, he/she, it   *Plural*: we, you, they

Object Pronouns   Used as an object; found in the predicate of a sentence
                            Singular: me, you, him/her, it   *Plural*: us, you, them

Possessive Pronouns   Used to show ownership; modify nouns
                            Singular: my, mine*, your, yours*, his*, her, hers*, its*
                            Plural: our, ours*, your, yours*, their, theirs*
                            * These can stand alone.

Relative Pronouns   Connect incomplete thoughts to complete thoughts
                            (that, which, who, whom, whose, whoever, whomever, whichever, whatever)
                            Example: She is the one <u>who</u> won the prize.

Parts of Speech - Conjunctions

Coordinating Conjunctions   Join two equal elements or two complete thoughts
                                Use the acronym FANBOYS (for, and, nor, but, or, yet, so) to remember them.

                                Example: We swam in the ocean <u>and</u> roasted hot dogs over the fire.

Help Pages

Parts of Speech - Adjectives

Adjectives modify nouns or pronouns. Adjectives tell *how many*, *what color*, *how big*, *how small*, *what kind*, and so on.   ***Example***: He was a <u>tall</u> man.

A proper adjective begins with a capital letter.   ***Example***: <u>Siberian</u> Husky

An **article** is a special type of adjective (a, an, the).   ***Example***: Throw Jack <u>the</u> ball.

Conventional Adjective Patterns

There is an accepted pattern to the order of speaking or writing types of adjectives. This table shows types of adjectives and the order in which they would normally be spoken or written.

Number	Observation or opinion	Physical properties				Noun
		Size	**Shape**	**Age**	**Color**	
seven	beautiful	large			blue	marbles
dozen		small	oval			eggs
a	slow			old		turtle
couple	smart			young		toddlers

Parts of Speech - Verbs

Action   Shows an action
                Example: A stunt man <u>performs</u> dangerous feats.
                        The symphony <u>performs</u> every Sunday.

Being   Does not show action; shows a state of being
                Examples: is, are, was, were, be, am, being, been

Helping   Pairs with a main verb to form a verb phrase
                Examples: is, are, was, were, be, am, being, been, might, could, should, would, can,
                        do, does, did, may, must, will, shall, have, has, had

Verb Tense

Verb tense tells the time when the action or condition of the verb occurs.

Simple Verb Tenses

Present   The action is occurring   The house <u>is</u> new. (singular subject)
             now or is unchanging.
                                              The boys <u>swim</u>. (plural)

Past   The action was started   The clock <u>stopped</u>. (singular subject)
             and completed in the past.
                                              The buses <u>ran</u>. (plural)

Future   The action will not start   The snow <u>will fall</u>. (singular subject)
             until the future.
                                              The lakes <u>will freeze</u>. (plural)

Progressive Verb Tenses

A main verb that ends in *–ing* works with a helping verb to form the progressive tense.

Present   She <u>is sleeping</u>.   **Past**   She <u>was sleeping</u>.   **Future**   She <u>will be sleeping</u>.
             They <u>are eating</u>.   They <u>were eating</u>.   They <u>will be eating</u>.

Help Pages

Irregular Verbs

Present	Past	Use with *has, have*, or *had*	Present	Past	Use with *has, have*, or *had*
am/is/are	was/were	been	keep	kept	kept
begin	began	begun	make	made	made
blow	blew	blown	mistake	mistook	mistaken
break	broke	broken	ride	rode	ridden
bring	brought	brought	ring	rang	rung
build	built	built	say	said	said
choose	chose	chosen	shrink	shrank	shrunk
do	did	done	sing	sang	sung
draw	drew	drawn	speak	spoke	spoken
drink	drank	drunk	steal	stole	stolen
drive	drove	driven	stink	stank	stunk
eat	ate	eaten	swim	swam	swum
fall	fell	fallen	teach	taught	taught
fly	flew	flown	tear	tore	torn
freeze	froze	frozen	tell	told	told
get	got	gotten	think	thought	thought
grow	grew	grown	throw	threw	thrown
have	had	had	wear	wore	worn

Parts of Speech - Prepositions

Prepositions relate nouns or pronouns to other words in the sentence. A **prepositional phrase** begins with a preposition and ends with a noun or a pronoun.

Some Common Prepositions

about	around	by	into	out	under
above	before	down	near	outside	underneath
across	behind	during	nearby	over	until
after	below	except	next to	past	up
against	beneath	for	of	through	upon
along	beside	from	off	throughout	with
alongside	between	in	on	to	within
among	beyond	inside	onto	toward	without

Help Pages

Parts of Speech - Adverbs

Adverbs modify verbs, adjectives, or other adverbs.

Adverbs That Tell *When*

after	before	finally	never	often	until	while
always	earlier	later	next	sometimes	when	yesterday

Adverbs That Tell *How*

beautifully	eagerly	greedily	noisily	politely	quietly	selfishly
calmly	gracefully	loudly	perfectly	quickly	sadly	wildly

Adverbs That Tell *Where*

back	down	forward	in	outside	there	up
behind	everywhere	here	inside	somewhere	under	upward

Adverbs That Tell *To What Extent*

almost	completely	extremely	rather	scarcely	thoroughly	totally
also	entirely	quite	really	somewhat	too	very

Sentences

A **sentence** is a complete thought that includes a subject and a verb.

Features of a sentence:
1. begins with a capital letter
2. ends with punctuation/end mark
3. conveys a complete thought

Parts of a Sentence

Subject

The **simple subject** tells whom or what the sentence is about but does not include any words that describe the subject.

The **complete subject** includes the simple subject plus all of the modifiers that go with it.

Example: A few hungry **teenagers** devoured the pizza. *Teenagers* is the simple subject. *A few hungry teenagers* is the complete subject.

Predicate

The **simple predicate** is the verb.

The **complete predicate** is the verb plus the other words that say something about the subject – what the subject is or does.

Example: The tired children **climbed** slowly upstairs. *Climbed* is the simple predicate, or verb. *Climbed slowly upstairs* is the complete predicate.

The Four Sentence Types

Type	Other Name	Punctuation	Example:
declarative	statement	period	This is a sentence.
interrogative	question	question mark	Is this correct?
imperative	command/request	period	Please open the door.
exclamatory	exclamation	exclamation point	This is awesome!

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Sentences (continued)

Fragments
A fragment is not a sentence because it does not express a complete thought. A fragment is missing either a subject or a verb.
Examples: The book that I read. (missing a verb)
                        Running down the street. (missing a subject)

Run-on Sentences
A run-on is two or more complete thoughts that run together without proper punctuation or conjunctions.
Examples:

Incorrect: The twins really wanted to ride the rollercoaster there was a height requirement they were too short decided to ride the Ferris wheel instead.

Correct: The twins really wanted to ride the rollercoaster. There was a height requirement, and they were too short. They decided to ride the Ferris wheel instead.

Sentence Structure

Simple	**Parts**: subject and predicate only **Example**: We will hold a rally at the local park.
Compound	**Parts**: two or more complete thoughts **Joined by**: coordinating conjunction **Example**: There will be speeches in the morning, and we will play games in the afternoon.
Complex	**Parts**: one complete thought and one or more incomplete thoughts **Joined by**: subordinating conjunction **Example**: I took my umbrella because it was raining.

Punctuation	
Commas (,)	Use commas to separate words or phrases in a series. ***Example***: Sun brought a coloring book, some crayons, and a pair of scissors.
	Use a comma to separate two independent clauses joined by a conjunction. ***Example***: Dad works in the city, and he is a commuter.
	Use a comma to separate two words or two numbers when writing a date. ***Example***: Friday, April 8, 2011
	Use a comma between the city and state in an address. ***Examples***: Boston, MA Seattle, WA Honolulu, HI
	Use commas in greetings and closings of letters. ***Examples***: Dear Mr. Clydesdale, Sincerely yours,
Apostrophe (')	Use an apostrophe to form a contraction or a possessive noun. ***Examples***: I don't want to go. That was Sherry's little sister.
End marks	Use end punctuation for sentences. *See* **Four Sentence Types**.

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Punctuation (continued)

Commas and Quotation Marks in Dialogue

Put quotation marks before and after the actual words that someone says. Quotation marks are like a frame around spoken words. Keep the end mark inside the quotes.
Example: She said, "We need to go now."

Capitalize the first word of a sentence in quotes.
Example: "Wait," said Sam, "the door is locked."

Use a comma or end mark before and after a quote.
Examples: "It's starting to rain!" Marcy exclaimed. Mickey replied, "Don't worry, you won't melt."

Do not use a comma at the end of a sentence within quotes if there is another end mark.
Example: "Grandma's here!" exclaimed Sasha.

Capitalization Rules

Capitalize the first word in a sentence, the pronoun *I*, proper nouns, and proper adjectives.

Capitalize names of days and months.

Capitalize holidays, product names, and geographic names. These are all proper nouns.

Capitalize the first, last and the important words in titles.
Example: *From the Mixed-Up Files of Mrs. Basil E. Frankweiler*

Other Types of Punctuation

Punctuating Titles

Show the title of a book, movie, play, television show, magazine, or website by using italics or by underlining it.

Examples:	*Sarah, Plain and Tall*	or	<u>Sarah, Plain and Tall</u>
	Peter and the Wolf	or	<u>Peter and the Wolf</u>
	Sesame Street	or	<u>Sesame Street</u>

Put quotation marks around the title of a short work, such as a poem, song, short story, article or book chapter.
Examples: "Dreams" is a poem by Langston Hughes.

We sang "Jingle Bells" and many other winter songs.

"The Monkey's Paw" is a scary short story by W.W. Jacobs.

In <u>My Side of the Mountain</u>, by Jean Craighead George, one of the chapters is called "The Old, Old Tree."

Help Pages

Proofreader's Symbols		
Description	**Symbol**	**Example**
Make capital	≡	the car raced down the street.
Add something	∧	The car raced down street. the
Make lower case	/	The Car raced down the street.
Take something out	ℒ	The car raced down the the street.
Check spelling	sp	The cor raced down the street.
Indent	¶	The car raced down the street.
Add end punctuation	⊙ ! ?	The car raced down the street⊙

Greek and Latin Roots and Affixes and Their Meanings			
Word Part	**Meaning**	**Word Part**	**Meaning**
able, ible	able to	hema	blood
anti	against	il	opposite
auto	self	im/in	not
bio	life	ion, tion, sion	forms noun from verb
centi	hundred	ment	state of
co	together	mono	one
dec	ten	ology	study of
dent	tooth	port	carry
dia	across	pre	before
dis	not	re	again
er	one who does	scrip	to write
ess	female	sent	feel
ful	full of	ty, ity	forms noun from adjective
graph, gram	written	un	not

Help Pages

Figurative Language

A **simile** is a way to describe something using a comparison. A simile compares two things using the words *like* or *as*.

Example: The baby is *as playful as a kitten*. (A baby is compared to a kitten.)

A **metaphor** compares two things but does not use *like* or *as*. It uses a form of the verb *be*.

Example: Joey is *a magnet for bad luck*. (He attracts bad luck.)

An **idiom** is a phrase whose meaning can't be understood from the literal meaning of the words.

Example: *This article is way over my head*. (This phrase could mean something is taller than I am. But when *over my head* is an idiom, it means something is too complicated to be understood.)

Examples: We bought a used car, and it's a real lemon!
(refers to a car that has many problems or doesn't run)

At first I was angry, but I got over it.
(refers to letting go of something that was upsetting)

An **adage** or **proverb** is a wise saying that most people think is true. It may give advice.

Example: *All that glitters is not gold*. (This saying warns us that something might seem valuable, but really is not valuable.)

Spelling Rules

Adding Prefixes

When adding a prefix or joining two words, do not change the spelling of the base word.
Examples: pre<u>cook</u>, <u>cook</u>book

Adding Suffixes that Begin with a Consonant

When adding a suffix that begins with a consonant, do not change the spelling of the base word.

Examples: joy + ful → joyful   wool + ly → woolly   agree + ment → agreement
pain + ful → painful   sincere + ly → sincerely   govern + ment → government

Common Exceptions: argue + ment → argument   true + ly → truly   nine + th → ninth
judge + ment → judgment   due + ly → duly   awe + ful → awful

Adding Suffixes that Begin with a Vowel

When a word ends in a **vowel + y**, add a suffix without changing the spelling of the base word.
Examples: employ + er → employer   play + ing → playing
gray + est → grayest   enjoy + ment → enjoyment

When a word ends in **silent -e**, usually drop the -e to add a suffix that begins with a vowel.
Examples: love + able → lovable

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Spelling Rules (continued)

Adding Suffixes that Begin with a Vowel

When a word ends in a **consonant + y** pattern, usually change the *y* to *i* when adding a suffix.

      Examples: try + ed → tried   (ends in consonant + *y*; change the *y* to *i*)

Do not change the *y* to *i* if the word ends in a vowel + *y* pattern or if the suffix is *ing*.

      Examples: destroy + ed → destroyed   (vowel + *y*)
                  hurry + ing → hurrying   (suffix is ing)

When a one-syllable word ends in the **CVC pattern (consonant - vowel - consonant)**, usually double the final consonant to add a suffix that begins with a vowel.

      Examples: ship + ing → shipping   (suffix begins with a vowel)
                  ship + ment → shipment   (suffix begins with a consonant)
                  nut + y → nutty   (suffix is *y*)

When a one-syllable word ends in the **CVC pattern**, and the final consonant is *s*, *x* or *w*, do not double the final consonant.

      Examples: mix + ing → mixing   box + ed → boxed   slow + er → slower

When a multi-syllable word ends in the **CVC pattern**, and the **accent is on the last syllable**, usually double the final consonant to add a suffix that begins with a vowel.

      Example: commit + ing → committing   (suffix begins with a vowel)
Common Exception: prefer + able → preferable

Making Plurals

When a word **ends in s, x, z, ch, or sh** add -*es* to make the plural

      Examples: tax → taxes; wish → wishes

Many words that **end in f or fe,** change the *f* or *fe* to -*ves*.

      Examples: life → lives; thief → thieves
Other words that **end in f or ff** do not follow the rule for making plurals.

      Examples: cliff → cliffs; belief → beliefs

Irregular plural nouns have a completely different spelling in the plural form.

Common irregular plural nouns							
child	children	man	men	ox	oxen	tooth	teeth
louse	lice	mouse	mice	person	people	woman	women

Additional Spelling Rule

Place *i* before *e*, except after *c*, or when sounded like /ā/ as in neighbor and weigh.

      Examples: mischief   receive   eight

There are many exceptions to spelling rules. If you are not sure of the spelling of a word, use a dictionary to check.