

Punctuation

Teaching Suggestions and Answers

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Activity 1

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Do this as an open class activity or:

1. Put the students into pairs or small groups .
2. Get a student to read the instructions out loud and check that they are clear.
3. Let the students begin their conversation, speaking together in English.
4. Monitor closely.
5. Stop the activity.
6. Do some error correction.
7. Consolidate pronunciation.

Activity 2

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Do this as an open class activity or:

1. Put the students into pairs or small groups .
2. Get a student to read the instructions out loud and check that they are clear.
3. Let the students practise saying the words together.
4. Monitor closely.
5. Stop the activity.
6. Do some error correction.
7. Consolidate pronunciation.

Activity 3

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1. Get a student to read the instructions out loud and check that they are clear .
2. Tell the students to start doing the exercise on their own.
3. Stop the activity.
4. Get the students to compare their answers together in pairs or small groups .
5. Get feedback.
6. Consolidate pronunciation.

Answers: 1. full stop 2. exclamation mark 3. question mark 4. apostrophe 5. comma

Activity 4

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1. Get a student to read the instructions out loud and check that they are clear .
2. Tell the students to start doing the exercise on their own.
3. Stop the activity.
4. Get the students to compare their answers together in pairs or small groups .
5. Get feedback.

Answers:

1. The children's mothers all waited outside.
2. She says she's going to give us a test on punctuation in ten days' time.
3. My teacher's from England. Is yours?
4. She never lets us smoke in lessons.
5. It's difficult to remember all the rules concerning apostrophes, isn't it?

Activity 5

1. If your students don't have access to computers in the classroom, set this for homework.

Answers:

1. **Rule 1**

- a) Use an apostrophe to express a possessive (when the noun is singular).
Example: The English teacher's brilliant jokes
(The brilliant jokes of the English teacher - just one teacher)

Page 2 of 2

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Activity 5 (cont)

Answers:

- b) Use an apostrophe to express a possessive (when the noun is plural).
Example: The English teachers' brilliant jokes
(The brilliant jokes of the English teachers - more than one teacher)
- c) Use an apostrophe to express a possessive (when the noun is an irregular plural).
Example: The children's English teacher made brilliant jokes.
(The English teacher of the children made brilliant jokes.) (Children does not end in 's' but it is the plural of child even so).

Rule 2

Use an apostrophe to express quantity of something (often time).
Example: The English teacher will tell us another joke in one weeks' time.
(How much time? One week.)

Rule 3

- a) Use an apostrophe with contractions between two words
Example: It's not easy to tell jokes well.
(It is not easy to tell jokes well).
- b) Use an apostrophe when you leave letters out in individual words
Example: I can't tell such good jokes as my English teacher.
(I cannot tell such good jokes as my English teacher).
2. The ellipsis (or the three dots) is this This can be used in two cases.
Firstly, when words are left out of a quotation and secondly, when you want the sentence to fade out, leaving the end of it open to interpretation.
a) Oscar Wilde said (of his diary) 'One should always have something (...) to read on the train'.
b) Is that it? Have we covered all the rules of punctuation?
No, no, my friend. There are more. Many more...
3. (Instructions on the web-page for the students):

*Read the clues below and write the solutions on a piece of paper. Then take the first letter of each answer and rearrange them to find the **hidden word** connected with this month's Talking Point subject.*

Quick Quiz (answers in CAPITAL LETTERS)

1. mark = M 2. contractions = C 3. more = M 4. open = O 5. apostrophe = A

Rearrange the letters and you have the hidden word: COMMA

Activity 6

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This is a follow-up activity for students to do outside class. Students could be encouraged to report back on their findings in the next lesson. What opinion did they express in their post? Did people generally agree or disagree with them? What reasons were given in each case?