

## REVISION OF PUNCTUATION

### Capital Letters

#### A quick reminder:

In our writing, we show each new sentence by making the first letter of the first word into a **capital letter**.

Here are some examples:

**M**organ was angry and trying hard not to cry.

*"It's not fair!" she said.*

**G**ran smoothed the bed cover.

*"What's wrong, love?" she asked.*

*"Katie is my friend but she doesn't want to play.*

*She just wants to watch baby James. Everyone comes just to see him. Why do we need a baby, anyway?"*



From *The Big Sister*, People stories

#### The rules of capital letters

**Rule 1:** Every sentence must start with a capital letter. This shows the *beginning* of a sentence.

For example:

**M**organ was angry and trying hard not to cry.

**Rule 2:** All proper nouns (the names of people and places) must have a capital letter. For example:

**M**organ didn't answer her **G**ran. She remembered how much fun she had with **M**um and **D**ad before **J**ames was born.

We love to visit **Q**ueensland to see the **G**reat **B**arrier **R**eef.

**Rule 3:** The pronoun **I** must always have a capital letter.

“I don’t think I’ve ever told you what your mother said when Uncle Ian  
She wanted to exchange him for a pet rabbit.”

“I don’t believe you, Gran.”

“It’s true, I think we’re always envious of new babies.”



### EXERCISE 1

Here is another passage from the story *The Big Sister*. However, the capitals have been removed. Can you circle the letters that should be capitals?

gran and morgan were having breakfast when dad and mum returned. james was still sick in hospital but he was out of danger.

morgan thought of james. sometimes he cried a lot and made some awful smells. but he was so small and helpless and morgan needed to be there for him. he really needed a big sister like morgan, just as gran had said.

### EXERCISE 2

The following sentences each need some capital letters. Can you rewrite them correctly?

1 doctor fisher told mum that megan had a broken arm.

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2 “how dare you say that?” yelled my little brother marty.

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3 i went to visit my cousin sarah in perth.

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4 we went to the melbourne zoo with our teacher miss honey.

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5 “alice and george, come here at once!” said the principal, mr brown.

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6 i play netball at the brisbane indoor netball centre.

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