

LEARNING ABOUT FULL STOPS

1

What are full stops?

Full stops are just that: they tell us when to stop. Why is this important?
Here's an example.

***billy sparks walks to school every morning he calls by and
collects his friend alex alex lives in the next street together they
ride their bikes when they get there they play football or handball
the bell goes and they go into class billy is not the greatest
student he is often naughty but the teacher likes him anyway***

Pic of Billy and Alex

What's wrong with this? We don't know where one sentence finishes and another starts. It's confusing.

2

Let's remember that written language had to be invented.

Pic: Ancient Greek (in toga type dress) meeting Plato

When the Greeks invented the alphabet, there were only capital letters, no spaces and no full stops.

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SAIDITHINKTHEREOFIAMHEREPLIED**

Later however, they realised that this was extremely hard to read. So spaces and full stops were added.

3

The addition of stops transforms a text from an unreadable mess into a set of sentences.

***Billy Sparks walks to school every morning. He calls by and
collects his friend Alex. Alex lives in the next street. Together
they ride their bikes. When they get there they play football or
handball. The bell goes and they go into class. Billy is not the
greatest student. He is often naughty but the teacher likes him
anyway.***

Pic of Billy and teacher

RULE 1: You **must** put a full stop at the end of **every** sentence.

RULE 2: You always put in a space, *after* the full stop, and *before* the capital letter of the next sentence.

4

How do you know where the sentence ends?

A sentence is a group of words that make sense together, which contains a **subject** (the doer of the action) and a **verb** (the action).

Billy went to school. (Pic)

noun verb

She plays the guitar. (Pic)

pronoun verb

Rule: A sentence **always starts** with a **capital letter** and **always ends** with a **stop** (a full stop, a question mark or an exclamation mark – which are a form of stop).

5

Another uses for full stops

Full stops have another purpose. When a name is shortened to the initial letter, a full stop is used to show that shortening has occurred. Here are examples.

Billy's teacher is Ms H. J. Peters.
(*H stands for Helen and J for Jennifer*)

Pic of Billy and teacher

The C.S.I.R.O. is a most important scientific body. (*The full name is Commonwealth Scientific and Industrial Research Organisation*)

Pic of scientist

6

Other forms of stop

QUESTION MARK

When a question is asked, a special form of stop called a question mark is used.

'Billy, what have you done now?'

'It was Alex, miss. How did I know he would get me into trouble?'

Pic of Billy and teacher

RULE: If the sentence expresses *any sort of question*, you **must** use a question mark.

7

EXCLAMATION MARK

This is to show shock or horror, or to warn someone.

'Billy, you naughty boy! You are the most awful boy in school!'

Pic of Billy and teacher

'Oh no! Look out!'

Pic of someone threatened

8

ELIPSIS

This is to a series of full stops in a row. It is used to show the passage of time or a big pause.

'I don't know ... It's so hard to decide.'

Pic of lady looking a handbag and deciding

HINT: An ellipsis is really the same as a full stop – only longer.