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Worksheet One

***Its/It's* quiz**

Read each sentence below and decide whether it should contain an *its* or an *it's*. Cross out the wrong answers.

1. The cat is eating **its/it's** dinner.
2. She said "**Its/it's** over.
3. **Its/it's** a beautiful day.
4. Wow! **Its/it's** a remarkable achievement.
5. The dog had lost **its/it's** ball.
6. The peacock fanned **its/it's** feathers.
7. Oh dear – **its/it's** not working.
8. My hamster runs in **its/it's** ball for hours.
9. My diamond has lost **its/it's** sparkle.
10. He said "**Its/it's** a miracle!"

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Worksheet Two

Apostrophes activity

Read the paragraphs below which are from Mo's diary. Add apostrophes to any words which are missing them in a coloured pen.

Were going to go to the zoo on Saturday. Megan thinks its cruel to keep animals in captivity so shes not going to come. I cant see the problem with zoos – its not as if the animals are mistreated. Im going to borrow Maxs binoculars so that Ill get a really good view of the animals faces.

Last year I saw a lion eating its dinner which was an antelope! I also saw a bear scratching its head and a dolphin clapping its flippers. I didn't get to see any snakes though as they were hiding in some rocks. This time I really want to see some parrots but I don't know if Ill be lucky enough.

Megan is silly not to come too; shed love looking at the spider displays as she has a pet tarantula called Mogg. I doubt any of them at the zoo will have fangs as big as Moggs though. Megan is always feeding Mogg, so its no surprise that shes a large tarantula.

I hope the weather will be dry on Saturday as I havent got a raincoat and theres not much shelter at the zoo. Oh well, Im sure itll be a fun day whatever happens,

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Worksheet Three

Apostrophes, colons and semicolons

For each description, decide which punctuation mark it matches. Cross out the incorrect answers.

1. This can show a contraction.
Full stop / Colon / Semicolon / Apostrophe
2. This introduces an explanation or an example.
Full stop / Colon / Semicolon / Apostrophe
3. This links two complete sentences together.
Full stop / Colon / Semicolon / Apostrophe
4. This is used to finish a sentence.
Full stop / Colon / Semicolon / Apostrophe
5. This suggests that a relationship exists between two sentences.
Full stop / Colon / Semicolon / Apostrophe
6. This can show possession.
Full stop / Colon / Semicolon / Apostrophe
7. This is placed after a complete sentence but it may be followed by many or few words.
Full stop / Colon / Semicolon / Apostrophe
8. This can show an unusual plural.
Full stop / Colon / Semicolon / Apostrophe

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Worksheet Four

Sentences with extra information

Read the sentences below and decide which piece of extra information should fill in each gap. Then write in the correct words to complete the sentences.

1. UFOs _____ may be watching the Earth right now...
2. Tom _____ was a very brave player.
3. His aftershave _____ made me feel sick.
4. Chicken tikka masala is a type of mild curry _____ which is very popular in Britain.
5. Everyone stood to attention when he _____ entered the barracks.
6. Max _____ regularly visited the library.
7. William _____ always had a date for the school disco.
8. Adolf Hitler _____ was a German dictator in World War II.

(not invented in India)
– talk about smelly –
, the captain of the team,
, the leader of the Nazi party,

– the handsomest boy in school–
(Unidentified Flying Objects)
, who loved reading,
(the sergeant)

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Worksheet Five

Using brackets

Try to work out where to place brackets in these examples and draw them in place.

1. Tom went to watch a football match Liverpool versus Chelsea on Saturday.
2. Speaking foreign languages I believe is a useful skill.
3. Watching too much TV over two hours per day is bad for your eyesight.
4. Megan went to the hairdresser's on Tuesday to have her hair cut.
5. My parents Jack and Linda are very strict.
6. Eating plain chocolate in moderation is good for you.
7. Space travel is a way of hopefully learning more about the Universe.
8. Public transport is a cheap and efficient except when delayed method of travel.
9. Eating fried foods everyday is bad for your health.
10. Plants will grow quickly if they receive the right amount of water and sunlight.

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Worksheet Six

Using dashes

Decide where dashes are needed in the following sentences and insert them into the correct places.

1. Lei glared at Max who had beaten her in a quiz and then childishly stuck her tongue out at him.
2. The lions stalked the antelope deliberately terrifying it before killing and eating it.
3. The farmer's sheepdog, Rusty clearly his most loyal friend followed the farmer wherever he went.
4. Pesticides are used to help crops grow regardless of their negative effects large and quickly.
5. Peter and Sue had a beautiful baby weighing 11 pounds last week.
6. Hannah who was a wimp screamed whilst watching a horror film.
7. The biggest bungee jump in the world involved 31 people sharing the same bungee cord took place in Flensburg, Germany.
8. British summers are annoyingly really unpredictable.
9. Blue whales are the largest creatures growing up to 30 metres long on Earth.

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Worksheet Seven

Using pairs of commas

Read the sentences below and insert pairs of commas where they are needed.

1. Mexico assumed by many to be a South American country is in North America.
2. Saint Patrick also patron saint of excluded people is the patron saint of Ireland.
3. The Moon although it floats in space like the Earth is not a planet.
4. Bulls despite the fact that they will attack a red cloak are colour-blind.
5. A tomato although a fruit is usually eaten on a salad.
6. Eating oily fish although smelly is good for your brain.
7. Sydney the largest city is not the capital of Australia.
8. Water the vital ingredient of life is scarce in many countries.
9. Handmade greeting cards although time-consuming show that you care.
10. Laughing on a daily basis relieves stress.

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Worksheet Eight

Punctuation game

Decide which answer is correct from the lists in bold italics. Cross out the wrong answers to leave only the correct answers showing.

Punctuation is used ***take up space / to look pretty / to aid comprehension***. Basic grammar requires us to generally finish a sentence with ***an exclamation mark / a full stop / a question mark***. ***Commas / Apostrophes / Hyphens*** are normally used in lists, to join two complete sentences and to imply that some words are missing from a sentence.

Brackets are a useful way of adding relevant information to a sentence and cause ***no / a small / a major*** distraction. Dashes are a good way of including useful information to a sentence and they cause ***no / a small / a major*** distraction. Pairs of commas can also be used to provide readers with more information and cause ***no / a small / a major*** distraction.

You need to be ***afraid / carefree / careful*** when using brackets, dashes and pairs of commas. They are useful devices but they should not be overused because their effects would be ***increased / decreased***.

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Worksheet Nine

Speech marks activity

Complete the sentences below about how to punctuate direct speeches. Write the missing words into the gaps.

A direct speech should be enclosed in _____. It is preceded by a comma _____ it begins an entire sentence. If a direct speech is part of an ongoing sentence, it ends with a _____. If a direct speech finishes a sentence, it ends with a _____.

full stop

unless

comma

speech marks

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Worksheet Ten

Using speech marks

Read the sentences below and then try to draw on where the speech marks should be placed.

1. Tom said to Megan, May I borrow your CD please?
2. Megan said, yes, smiling at Tom.
3. I turned to Amy and said, Amy, as I gazed at her new dress, you look pretty.
4. Jack, you smell, said Jill, take a shower.
5. Paul said to Dan, Do I, looking smug, annoy you?
6. Will you marry me, said Paul to Louise, and be my wife?
7. The train conductor said, tickets please, to the passengers.
8. Mary said to Martha, Will you stop borrowing my clothes!
9. Stop barking, said Pippa to her dog.
10. Will said to Grace, You're my best friend.