

Literacy Mat

(Writing and Oracy)

Writing devices:

Variation of simple, compound and complex sentences
 Wide range of punctuation
 Detailed descriptions
 Adverbs to begin sentences
 Variation of paragraph length for effect
 Metaphors and similes
 Onomatopoeia
 Triplets
 Direct address

Punctuation for effect:

Full stop .
 Ellipsis ...
 Brackets ()
 Exclamation mark !
 Question mark ?
 Semi colon ;
 Colon :
 Hyphen –
 Comma ,
 Speech marks “ ”

Think you've finished?

Proof read your work!

Double check that you have:

- ✓ Used capital letters for proper nouns and at the beginning of a sentence.
- ✓ Used a question mark at the end of all questions.
- ✓ Used a full stop at the end of all sentences.
- ✓ Used a wide range of punctuation.
- ✓ Used paragraphs to structure your writing.
- ✓ Not missed out any words that are important for understanding.
- ✓ Spelled words correctly throughout – use a dictionary to check!
- ✓ Used the most effective word to explain what you mean – use a thesaurus to check!
- ✓ Used quotations and evidence (if you are analysing).
- ✓ Linked your paragraphs together.
- ✓ Checked your spelling wall for spelling you may struggle with.

So you have finished?

Then take out a reading book!

Speaking and presenting:

Techniques used to persuade

Rhetorical questions
 Triplets
 Hand gestures
 Simple sentences
 Direct address

Responding to questions

Listen carefully to all questions

Listening:

Consider all of the ideas presented to you by the speaker/s
 Ask questions that could challenge the speaker/s

Discussion and debating:

Ways to pose an opinion

I acknowledge your opinion, however...
 That is a valid point but have you considered...
 [Morgan] has a strong argument. I disagree because...

Resolving a debate

Try to draw your debate to a close by resolving some issues

Some devices you could use in your writing:

To describe

Metaphor
 Simile
 Imagery
 Adjectives
 Onomatopoeia
 Adverbs

To argue / persuade

Triplets
 Direct address
 Personal and collective pronouns
 Imperatives
 Emotive language
 Flattery (to persuade)
 Repetition

Word classes:

Noun: A naming word. E.g. book, table, chair, fear, Llantwit Major, Dr. Brown.

Verb: A doing word. E.g. to jump, to hop, to run, to work, laughing.

Adjective: A describing word. E.g. brown, red, bumpy, smooth, tall, happy.

Adverb: An adjective that describes a verb. E.g. Mrs. Savagar was laughing **hysterically**.

English Department Literacy Mat

(Reading)

How to use quotations effectively:

1. Make sure the quotation you use supports your original point.
2. You do not need to write the whole quotation down, one or two words can be just as effective.
3. Use speech marks or inverted commas to show a quotation.
4. Try to embed your quotation into your analysis, this is much more effective than saying 'for example' or 'the quotation...'
5. Following the quotation you do not need to write 'this shows' or 'showing' you could add 'this emphasises' or 'demonstrating'. Have a look at the box [here](#) for more ideas.
6. You can support your point further by adding a connective and another quotation.

Alternatives for 'this shows':

This illustrates	This conveys
This highlights	This accentuates
This suggests	This portrays
This demonstrates	This signifies
This emphasises	This displays

Connectives when adding to a point:

Furthermore
In addition
Moreover
Additionally
Also

Persuasion:

Of course
Clearly
Evidently
Surely
Evidently
Certainly
Undoubtedly

To show an essay progressing:

Firstly
Secondly
Moving on
Initially
Finally
Subsequently
In conclusion

Opinion and interpretation:

It would seem
It appears
Obviously
Possibly
It seems likely
Presumably
One might consider
In my opinion
We must acknowledge
This may suggest

Connectives when comparing:

Similarities

Similarly
Likewise
In the same way
Equally

Differences

However
On the other hand
Conversely
Nevertheless
Although
Then again

The perfect looking paragraph:

How is Katniss' character presented at the beginning of *The Hunger Games*?

Collins presents Katniss as an unhappy and tense character in the first chapter of *The Hunger Games*. Katniss' friend, Gale, **tells her she 'only smiles when I'm in the woods', implying that Katniss is rarely happy**. The fact that Collins presents Katniss in this way **suggests** that she is a complex character, who can be happy on occasions but only in certain situations. **The reader** will be intrigued because they would want to know what has made this character so anxious. **In addition**, Collins states that Katniss is happiest in the 'woods' **further illustrating** Katniss' desire to be alone and isolated from the world around her. **The 'woods' would be quiet** and secluded and **demonstrates** that Katniss wants to be alone and removed from the people around her. **Moreover, Collins could be presenting** Katniss as defensive and reserved, as she only lets her guard down **and 'smiles' when** she is in this remote place.