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Opening extract from

The Oxford University of Spelling, Punctuation and Grammar Dictionary

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Introduction



This dictionary will support children aged 7-11 years learning about grammar, punctuation and spelling. The pages are designed to make it easy and fun to use. It is split into two main parts.

The first part deals with grammar, punctuation and spelling rules giving practical tips and examples throughout. All terms and rules are explained in a simple and accessible way. There is also help on how to avoid the most common errors.



EASY TO REMEMBER

Change **a** to **an**, if the noun starts with a vowel.

a bird **an** apple



WATCH OUT!

Some adverbs are used for emphasis.

very heavy **quite** unusual **rather** large

The second part is an alphabetical spelling dictionary of over 10,000 words that children need to write. It lists words, their word class, and forms spelt out in full. The word selection is backed by the Oxford Children's Corpus, a unique database of children's language which provides important data on the words most frequently used by children. Special attention is given to tricky words including the top 100 misspelt words from the latest analysis from the Oxford Children's Corpus.

All sections are colour coded to make it easy to reference any one area quickly.

There is a comprehensive index of all the key terms at the back of the book.

The publishers would like to thank the primary teachers and schools, the educational consultants and grammarians whose advice and expertise proved invaluable in the compilation of this book.

Grammar

We use words to communicate and we use **grammar** to organize the words. Every word in a sentence has a job to do. If the grammar of a sentence is correct, then the meaning will be clear.

Word classes

Words can do different jobs depending on their **word class**, or part of speech. Adjectives, nouns and verbs are all examples of different word classes.



These words are all muddled up! It should say: That green bird took my apple.

The words in the sentence need to work together to make the meaning clear.

The word 'green' is an **adjective**.

The word 'bird' is a **noun** and most sentences have a noun or a pronoun.

The word 'took' is a **verb**.

A **verb** names an action.

See page 24 for more on verbs.



The bird **pecked** the apple and **ate** it as he **sat** on a branch.

the verbs **pecked**, **ate** and **sat** tell us what action is taking place

More verbs:

laugh	build	run	hear	sit
speak	be	listen	write	say

An **adjective** gives more information about a noun. It normally goes before the noun.

The **little**, **green** bird pecked the **juicy** apple and ate it as he sat on a branch.

the adjectives **little** and **green** give more information about the bird and the adjective **juicy** gives more information about the apple

More adjectives:

gorgeous	honest	happy	tiny