
**MICROCOMPUTER
PROJECT**

CITY OF BATH TECHNICAL COLLEGE

TUTOR'S NOTES

**Punctuation:
Sentencing and
Paragraphing**

Adult Literacy and Basic Skills Unit
Kingsbourne House, 229/231 High Holborn, London WC1V 7DA

HARDWARE: BBC Model B. Colour monitor. Disk drive. 1.2 Operating System

SENTENCES

The idea of what constitutes a sentence is probably the cornerstone of punctuation. This program sets out to show what a sentence is — through examples and counter examples (rather than using grammatical analysis) and goes on to provide a quiz in which the student is required to distinguish between sentences and phrases. It deals with sentences as statements, questions or commands.

Insert program disk, hold down SHIFT and press BREAK. The disk will load and the Main Menu will appear on the screen.

Punctuation — Menu

1. Teachers notes
2. Introduction to sentences
3. Tutorial (sentences)
4. Quiz (sentences)
5. Punctuation
6. Introduction to paragraphs
7. Quiz (paragraphs)
8. End

By selecting "Teacher's Notes" from main menu (option 1), the following frame appears:

12 sentences and 12 non-sentences are used in this program.

(Enter from file if preferred)

Phrases may be altered and can be stored on file for re-use.

1. Input from disk
2. List sentences
3. Change sentences
4. List non-sentences
5. Change non-sentences
6. Save the 24 phrases on disk
7. Continue with lesson

Enter 1, 2, 3, 4, 5, 6 or 7.

Thus the teacher can enter his or her own sentences and non-sentences to save on file, in the following way.

Option 6

To SAVE a file — REMEMBER to remove the program disk and insert your own data disk **before** you type in your file name.

Option 1

To INPUT your words from a disk. Remove the program disk and insert your own data disk **before** you type in your file name.

INTRODUCTION TO SENTENCES AND TUTORIAL (Select options 2 and 3 from the Main Menu)

This introduces, by a series of examples, that a sentence must make complete sense, and also that it must be a statement, or a question, or a command.

Pressing ESCAPE will return you to the index at the start of the program.

QUIZ (Select option 4 from Main Menu)

This is a series of examples to be marked as sentences or non-sentences by the user, to practice what he/she learnt in options 2 and 3 as above. Up to 6 frames of 4 questions will be displayed depending on the students aptitude. As soon as 16 correct answers are given the program moves on to the next section.

Pressing ESCAPE will return you to the index at the start of the program.

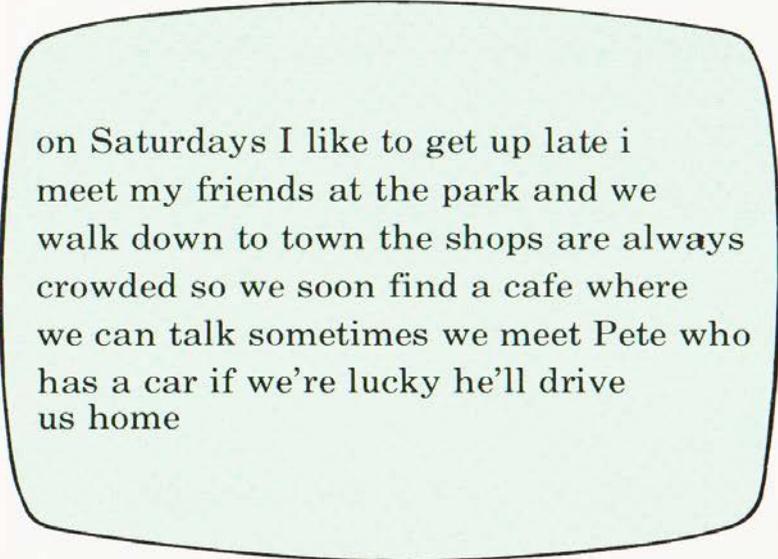
PUNCTUATION (Select option 5 from the Main Menu)

The student is presented with a short passage in which the sentences are not separated by punctuation. The object is to punctuate the passage using stops and capitals. The total number of sentences in each example is given.

The student inserts capitals and full stops using the arrowed keys at the top right of the keyboard to position the cursor.

Pressing ESCAPE will return you to the index at the start of the program.

A help option is provided which correctly punctuates the example. There are four passages, e.g.:



on Saturdays I like to get up late i
meet my friends at the park and we
walk down to town the shops are always
crowded so we soon find a cafe where
we can talk sometimes we meet Pete who
has a car if we're lucky he'll drive
us home

PARAGRAPHING (Select options 6 & 7 from the Main Menu)

There is a short "tutorial" section explaining what paragraphs are. It gives a passage that has not been paragraphed and then shows the passage in paragraph form.

The student then has the opportunity to paragraph a series of passages. The cursor is moved — using the arrow keys on the top right of the keyboard — to where the student thinks a new paragraph

should start' and he or she enters a star. If this is not correct, the student is informed. When the stars are all inserted correctly the computer presents the passage properly paragraphed.

The student always has a help option, e.g.:

Enter *

where a new paragraph should start
(for help — type @)

Dear John Thank you for the postcard
from London. Did you enjoy your
holiday? Last week I went to a
football match in Bristol. We hired
a car to drive there. Do you remember
if I lent you my new record? I can't
find it. See you next week. Tom.

The same passage with paragraphs:

Dear Tom

Thank you for the postcard from
London. Did you enjoy your holiday?

Last week I went to a football
match in Bristol. We hired a car
to drive there.

Do you remember if I lent you
my new record? I can't find it.

See you next week.

Tom.

Pressing ESCAPE will return you to the index at the start of the program.

DISK STORAGE

1. Take copy of the Program disk supplied, use this copy and store the master in a safe place.
2. If you want to build a library of your own sentences and non-sentences for use with this program, you must store them on your own data disk, and NOT on the program disk. Do NOT put a file-protect label on your data disks. When saving or reading in data you must remove the program disk and insert your data disk before typing your file name.
3. If you have several sets of sentences and non-sentences, each set must have a unique file-name, or you will over-write previously stored data with the same name.

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