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Study Steps to Learn a Word

1

SAY

Say the word. Listen to each sound. Think about what the word means.

2

LOOK

Look at the word. See how the letters are made. Try to see the word in your mind.

3

SPELL

Spell the word to yourself. Think about the way each sound is spelled.

4

WRITE

Write the word. Copy it from your book. Check the way you made your letters. Write the word again.

5

CHECK

Check your learning. Cover the word and write it. Did you spell it correctly? If not, do these steps until you know how to spell the word.

Skills Check

Name _____ Date _____

A. Write the first letter in the picture name.









number right
A. _____ (4)

B. Write the last letter in the picture name.









number right
B. _____ (4)

C. Write the missing letters in ABC order.

9. b _____ d

10. t _____ v

11. p _____ r

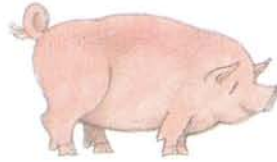
12. g _____ i

number right
C. _____ (4)

D. Write the picture names.



13.



14.



15.



16.

E. Find the word in the box that rhymes with each word. Write the word.

box wish big fit

17. hit

18. pig

19. fox

20. fish

F. Find the word in the box that fits each sentence. Add s to the word. Write the word in the sentence.

21. There are oak _____ in the park.

22. Katie likes to play _____.

23. The _____ were barking.

game
seed
tree
dog

24. Pedro planted the flower _____.

number right
D. _____ (4)

number right
E. _____ (4)

number right
F. _____ (4)
total right
_____ (24)

1

Beginning Sounds

THIS WEEK'S WORDS

1. band

2. bag

3. mad

4. men

5. neat

6. next

7. pan

8. pat

9. real

10. rest



This Week's Words

The first letter in each of these words is a **consonant**. Every letter is a consonant except a, e, i, o, u, and sometimes y.

Point to the consonant at the beginning of each word. Name the letter. Then think of another word you know that starts with that letter.

REMEMBER THIS

The word men means "more than one man."



Spelling Practice

THIS WEEK'S WORDS

A. Write two words that begin with the same sound as each picture name. Use This Week's Words.

1.



2.



3.



4.



5.



B. Change the first letter in each word. Write four of This Week's Words.

6. hand

7. can

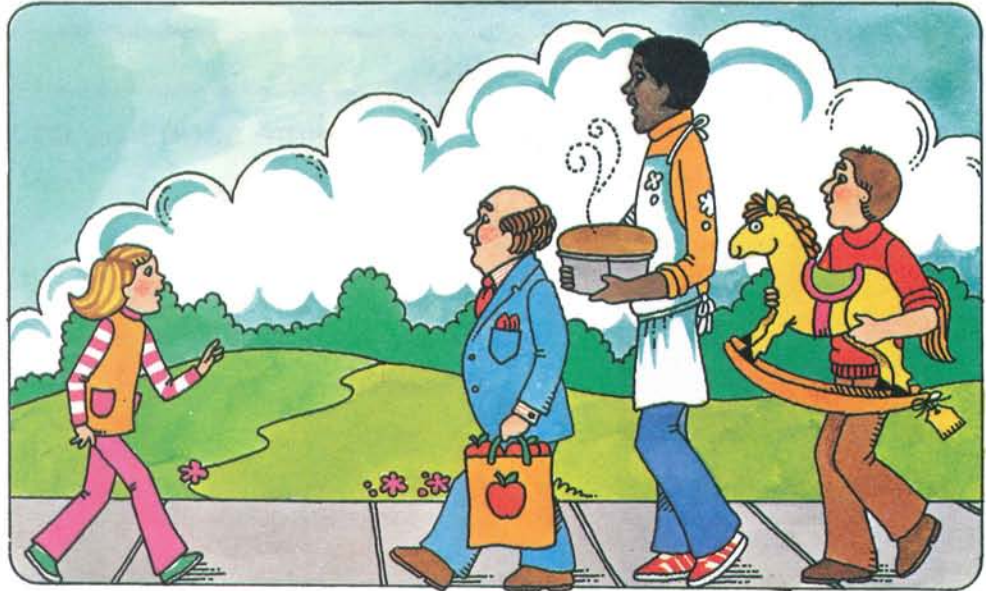
8. bad

9. nest

Spelling and Language

THIS WEEK'S WORDS

band
bag
mad
men
neat
next
pan
pat
real
rest



Which word fits each sentence? Write the word.

1. Annie met three ____.
mad men

1.

2. One carried apples in a ____.
band bag

2.

3. He looked very clean and ____.
neat next

3.

4. Another carried bread in a ____.
pat pan

4.

5. He was taller than the ____.
real rest

5.

Writing on Your Own

Look at the picture on this page. Write two sentences that tell what Annie sees. Use some of This Week's Words in your sentences. Share your sentences with your class.



WRITER'S GUIDE For help with sentences, turn to page 250.



Spelling on Your Own

THIS WEEK'S WORDS

Look at This Week's Words. Write the word that fits in each shape. Use the letters in the puzzle to help you.



be
no
pig
ran

MASTERY WORDS

Add a letter to each letter or letters. Write a Mastery word.

1. e

2. an

3. o

4. ig

Follow the directions. Write two Mastery words.

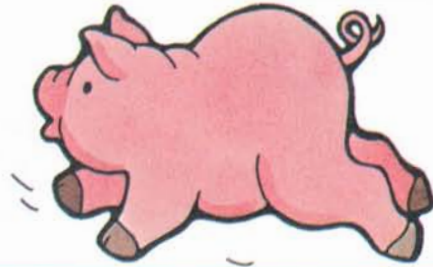
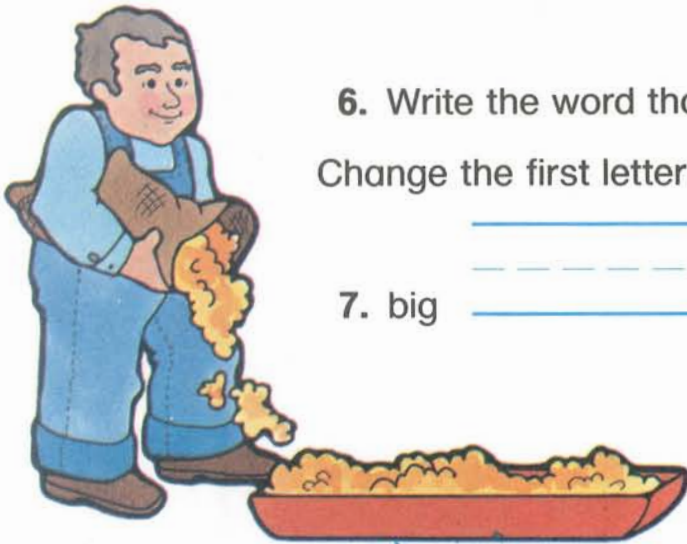
5. Write the word that sounds like **B**.

6. Write the word that rhymes with **O**.

Change the first letter in each word. Write a Mastery word.

7. big

8. can



bear
mail
neck
nest
page
robin

BONUS WORDS

Write the Bonus words that end with these letters.

1. st

2. l

3. r

4. ck

Each sentence has one wrong word. Use a Bonus word in place of the wrong word. Write each sentence so that it makes sense.

5. The bear has a nest in the tree.
6. A giraffe has a long page.
7. The baby robin is in the mail.
8. Tracy got a letter in the nest.
9. A neck in this book is torn.
10. My teddy robin lost an ear.



2

Beginning Sounds



THIS WEEK'S WORDS

1. tell

2. ten

3. dear

4. does

5. felt

6. fit

7. very

8. went

9. woman

10. your

This Week's Words

Say each word to yourself. Listen carefully to the beginning sound in each word. Point to the letter that stands for the sound. Name the consonant letter that begins each word.

REMEMBER THIS

The word does rhymes with buzz and was. But to spell it, you add es to do. You use does with he, she, and it and with names.

I do my work.

He does his work.

Jenny does her work.

Spelling Practice

THIS WEEK'S WORDS

tell
ten
dear
does
felt
fit
very
went
woman
your

A. Each set of letters is in ABC order. But one letter is missing. Write the letter. Then write two of This Week's Words that begin with that letter.

1.	a b c	_____	_____
2.	e _____ g h	_____	_____
3.	r s _____ u	_____	_____
4.	_____ x y z	_____	_____

B. Add the missing letters and write some of This Week's Words.

5. ___ man	_____	6. ___ our	_____
7. ___ ery	_____	8. ___ oes	_____

C. Finish the second sentence in each pair. Use one of This Week's Words.

9. I have my raincoat.

Do you have _____ raincoat?

10. Andy likes his dog a lot.



Spelling and Language

Read the words in each box. Use one to finish each sentence.

1.

does
did

Tom _____ the dishes every Saturday.

But I _____ them last Saturday.

2.

told
tell

Grandpa will _____ me a story tonight.

Last night he _____ me one about mice.

3.

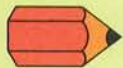
felt
feel

I _____ fine today.

But yesterday I _____ sick.

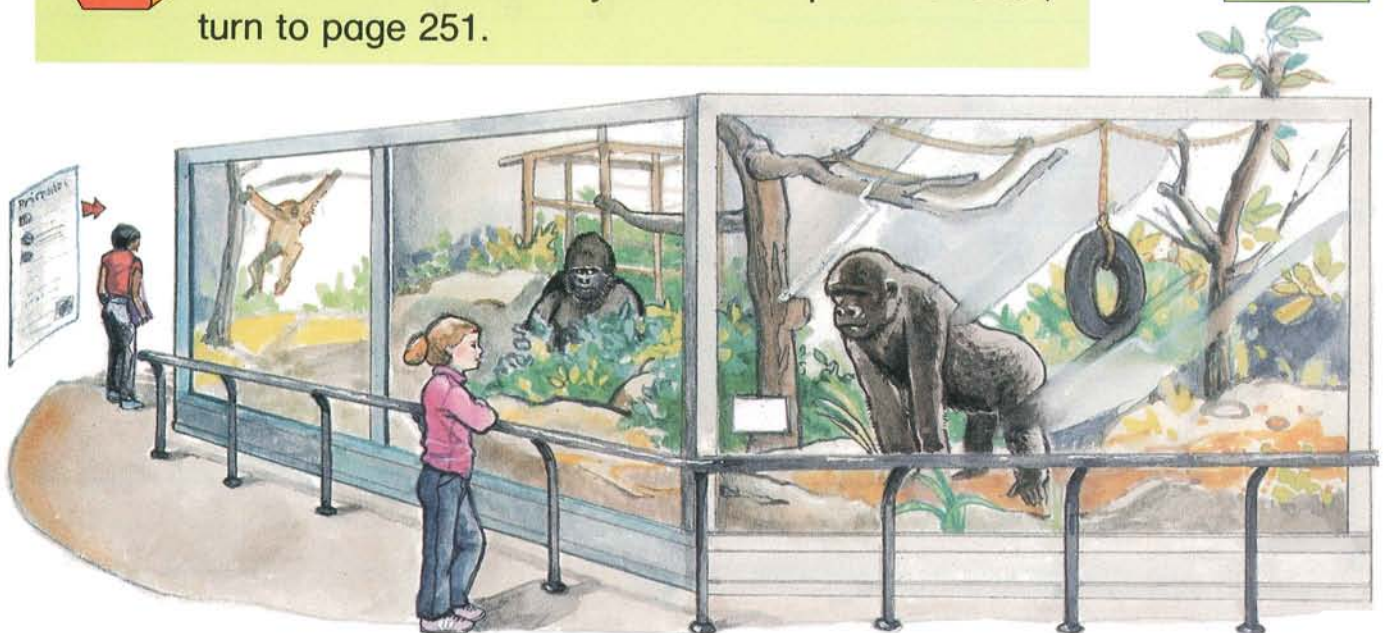
Writing on Your Own

Write a short letter to a friend. Tell about a trip to the zoo. Use as many of the words in the box as you can.



WRITER'S GUIDE If you need help with a letter, turn to page 251.

tell
Dear
very
went



Spelling on Your Own

tell
ten
dear
does
felt
fit
very
went
woman
your

THIS WEEK'S WORDS

All the letters are consonants except a, e, i, o, and u. These five letters are vowels. The letter y can also be a vowel in some words.

Here are the vowel letters from This Week's Words. Add the consonant letters and write the words. The pictures will help you get started right in **2** and **10**.



1. __ ou __

2. __ e __

3. __ o __ a __

4. __ i __

5. __ e __

6. __ e __ y

7. __ ea __

8. __ oe __



MASTERY WORDS

dad
feet
wet
yes

Write the Mastery word that begins with each of these letters.

1. y

2. f

3. d

4. w

Write the Mastery word that is the opposite of each word.

5. dry

6. no

Write the Mastery word that goes with each word.

7. hands and

8. mom and

Answer this question. Use two Mastery words.

9. What do boots keep you from getting?



BONUS WORDS

dinner
forgot
today
visit
wash
yard

Add these letters and words together to write Bonus words.

1. for + got =

2. to + day =

3. vis + it =

Change a letter in each word to write a Bonus word.

4. hard

5. winner

6. forget

Answer each question with a Bonus word.

7. What do you do with soap and water?

8. What do you do when you go to see someone?

9. What do you call the time between yesterday and tomorrow?

10. What do you call the space behind or in front of a house?

Do these steps if you are not sure how to spell a word.

- **Say** the word. Listen to each sound. Think about what the word means.
- **Look** at the word. See how the letters are made. Try to see the word in your mind.
- **Spell** the word to yourself. Think about the way each sound is spelled.
- **Write** the word. Copy it from your book. Check the way you made your letters. Write the word again.
- **Check** your learning. Cover the word and write it. Did you spell it correctly? If not, do these steps until you know how to spell the word.

UNIT 1 Follow the directions. Use words from Unit 1.

1. Name the two things in the picture. Write two words with the same beginning sounds.



UNIT 1

bag
next
real
men
pan

2. Write the word that begins with the same sound as 

3. Finish the sentence. Use a word that starts with m.

The two _____ shook hands.

4. Finish the sentence. Use a word that starts with p.

Ann put the _____ on the stove.

UNIT 2

does
went
woman
your
very

UNIT 2 Follow the directions. Use words from Unit 2.


5. Finish the sentence. Write two words that start with w.


 The _____ to the store.

6. Write one word to make this sentence a question.
Freddie likes to skate.

D _____ Freddie like to skate?

Write the word that begins with the same sound as the picture.

7.  _____

8.  _____

UNIT 3

gone
left
has
soon
jet

UNIT 3 Finish each sentence. Use a word from Unit 3.
The word should begin with the same sound as the name.

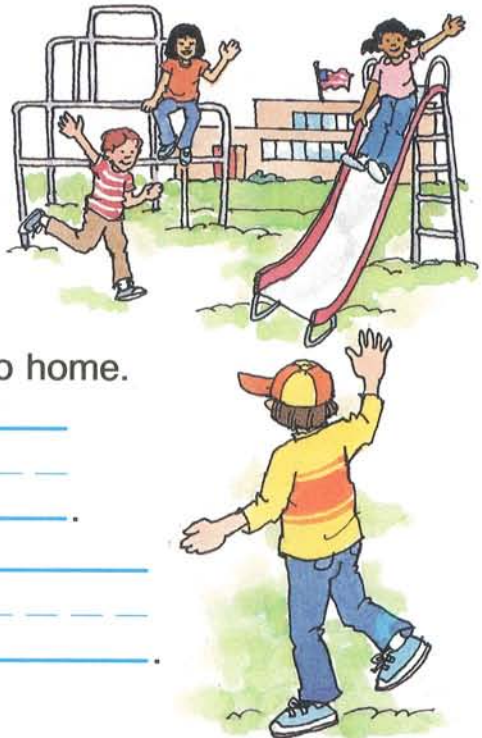
9. Gary is _____ .

10. Luis _____ , too.

11. Heidi _____ to go home.

12. Sue will come _____ .

13. Jim will come on a _____ .



UNIT 4 Add the letters that stand for /k/. Write words from Unit 4.

14. ___eep _____
15. ___ook _____
16. du ___ _____
17. coo ___ _____
18. ___ up _____
19. pi ___ _____

UNIT 4

cook
keep
duck
cup
pick

UNIT 5 Follow the directions. Use words from Unit 5. Write the opposite of each word.

20. slow _____
21. first _____

Change the underlined letter in each word. Write a word from Unit 5.

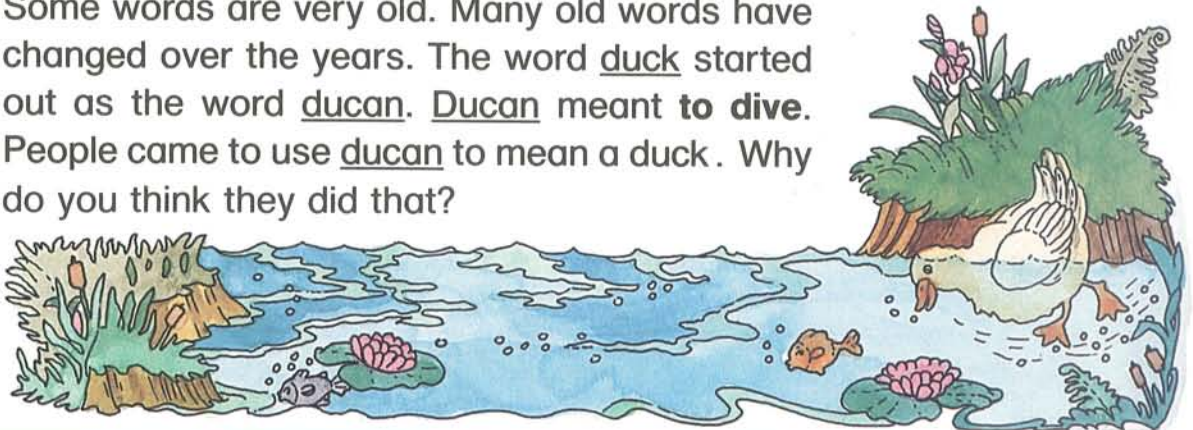
22. band _____
23. lost _____
24. sad _____
25. fan _____

UNIT 5

bad
last
hand
fast
man

WORDS IN TIME

Some words are very old. Many old words have changed over the years. The word duck started out as the word ducan. Ducan meant **to dive**. People came to use ducan to mean a duck. Why do you think they did that?



Spelling and Reading

Sentences That Describe

Read the story. Look for the describing words.



Jamie sat at the table. He ate some carrot cake and drank some milk. His mother called to him. Jamie ran as fast as he could to his mother. He helped her lift a big bag. Then he went back to finish his milk, but it was gone. Where did it go?

Jamie carefully looked around. In a corner, he saw a small, sad cat. It was very thin and the color of gold. It had one blue eye and one yellow eye. Its whiskers were long, white, and dripping with milk.

Jamie smiled. What a surprise! He put some milk in a pan. The cat lapped the milk. Jamie said, "Soon you will be a fat, happy cat!"

Finish each sentence. Use a word from the story.

1. Jamie drank some milk and ate some carrot

_____ .

_____ .

2. He helped his mother lift a big _____ .

_____ .

3. He came back and saw a _____ .

_____ .

4. He gave the cat some milk in a _____ .

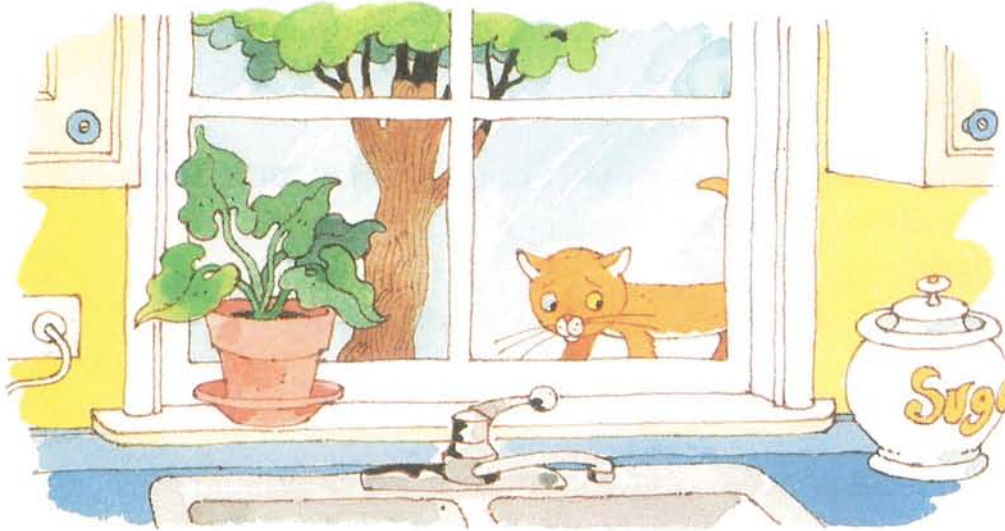
Answer the questions.

5. Do you think Jamie will keep the cat? Why do you think so?

_____ .

Spelling and Writing

Sentences That Describe



Words to Help You Write

cat
cow
duck
fast
felt
gone
has
last
live
next
pat
real
soon
tell
very

Think and Discuss

Look at the picture. Have you seen this cat before? You might know it from the story you read on page 32.

In the story, the writer uses describing words to tell about the cat. What word does the writer use to describe the color of the cat? Is the cat large or small? What shape is the cat? Is it happy or sad at the beginning of the story?

Choose words carefully when you describe something. Use words that tell about size, shape, and color.

Apply

Now it is your turn to write **sentences that describe**. You are going to tell about a make-believe animal. Use words that will help your classmates picture the animal.

Editing and Proofreading Marks

- ≡ capitalize
- ⊙ make a period
- ^ add something
- spell correctly

Before Writing

Draw a picture of a make-believe animal. We'll call it an Odderbeast.

- Look at your picture. List words that describe the size, shape, and color of your Odderbeast.

Writing

Write some sentences that tell about your Odderbeast.

- Begin with a sentence like this one: I once saw an Odderbeast.
- Write more sentences. Use the words in your list.

After Writing

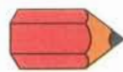
Read your sentences. Show them to a classmate. Follow these steps to make your sentences better. Use the editing and proofreading marks to show changes.

Editing

- Make sure you used words that tell about size, shape, and color. Add more describing words if you need them.

Proofreading

- Be sure you spelled each word correctly.
- Be sure to begin each sentence with a capital letter. Use a period or question mark at the end of each sentence.

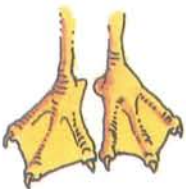


WRITER'S GUIDE If you need help with capital letters and periods, turn to pages 255 and 256.

Copy your describing sentences onto a clean paper. Write neatly.

Sharing

Share your describing sentences with your classmates. Ask if they can picture your Odderbeast.



SPELLING DICTIONARY



How to Use This Dictionary

The **Spelling Dictionary** can help you understand what words mean. It shows you how to use words in sentences. Sometimes it shows you a picture of the animal or thing the word names.

The words in the dictionary are in ABC order. To find a word you must remember the order of the letters in the alphabet.

A	B	C	D	E	F	G	H	I	J	K	L	M
a	b	c	d	e	f	g	h	i	j	k	l	m
N	O	P	Q	R	S	T	U	V	W	X	Y	Z
n	o	p	q	r	s	t	u	v	w	x	y	z

Suppose you wanted to find wave in the dictionary. First you must find the **W** words. **W** comes near the end of the alphabet, so **W** words will be near the end of the dictionary. The next letter in wave is a. **A** is the first letter of the alphabet, so wave will be near the beginning of the **W** words. Look through the words that begin with wa until you find wave. It is on page 215, between water and way.

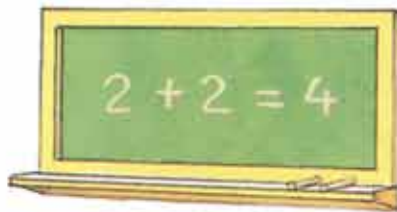
about

A a

about Janet collects books about trains. She has about 20 books.

across We drove across a bridge.

add Can you add 4 and 11?



afraid Billy is not afraid of the dark.

all

after You may go after you answer this question. What letter comes after Q?

afternoon The time between noon and evening. My little sister takes a nap in the afternoon.

again We read the story in class. Then I read it again at home.

ago My grandfather was born a long time ago.

all Louise got 100 on the history test. She answered all the questions correctly.

along

along We followed the path along the edge of the cliff. My dog came along with us.

also Brian plays the piano. He also plays the drums.

always I always brush my teeth after I eat.

am I am seven years old. I am going on my first plane trip.

and Tina and Maria are sisters. Tina is six, and Maria is four.

angry Pat got angry when her brother broke her toy car.

another May I please have another piece of cake?

ant



anything You may have anything you want for your birthday.

apple



are The boys are in the back yard. They are digging a hole.

arm Amelia's arm is not long enough to scratch her back.

as The horse was as white as snow.

be

asleep Kevin was so tired, he fell asleep in the chair.

at I met Ralph at the zoo. We had fun looking at the animals.

ate Susan ate a sandwich for lunch. Look at **eat**.

away Carl went away to camp. He will be away for three weeks.

awful Our school has a new band. It sounds awful.

B b

bad If something tastes bad, don't eat it. It may be bad for you.

bag Ellen carries her lunch in a paper bag.

bake baked, baking We helped bake the cake for the party.

ball Mike hit the ball over the fence.

balloon



band Rachel plays a drum in the school band.

bank Ted put the dimes in his piggy bank. Mrs. Stevens cashed her check at the bank.

be Please be here on time. I will be waiting for you.

bear

bear



because We played in the house because it was raining outside.

bed Adam has a big new bed. He will go to bed early tonight.

been Tony has been late for school every day this week.

before What day comes before Monday? Think before you answer.

best D.J. wore his best suit to his aunt's wedding.

better Al got 80 on the test. Sue got 85. Sue's score was better than Al's.

between The first game was between our school and Central. Melba hit a ball between first and second base.

big Larry lives in a big house with 22 rooms.

bike



box

bird A bright red bird made a nest in the tree.

black The sky looks black at night.

blanket Rita has a warm blanket on her bed.

blew A strong wind blew from the north. It blew down many trees.

blink Keep your eyes open and don't blink.

blue The sky is blue.

boat



boot



both Carol and Anita are sisters. They both go to our school.

bother Don't bother me when I am studying.

box **boxes** Put all your toys in this box.

boy

boy Three girls and one boy are in the play.

brave Meg rode the elephant at the zoo. She is a brave girl.

bread



bring brought, bringing What did Chuck bring to the party?

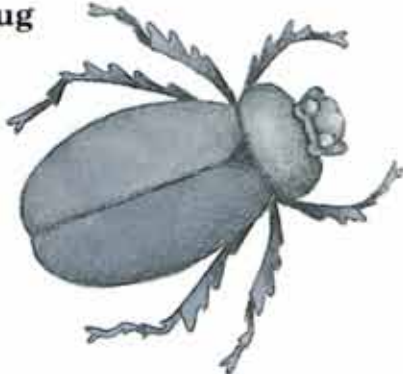
brook We saw a big fish in the brook.

broom



brother Ben and his brother both have curly hair.

bug



candy

bulldog



bushes Roses grow on bushes.

busy Everyone in class was busy planning for the party.

butter Do you want butter on your toast?

buzz Bees buzz when they fly.

by These sand hills were built by ants. Let's sit here and watch the ants go by.

Cc

cake Everybody had cake at the birthday party.

call I heard someone call for help. So I made a phone call to the police.

came Jim came to my house on Saturday. Look at come.

can 1 Tommy can stand on his head. 2 Will you open this can of beans for me?

candy Candy is sweet because it has sugar in it.

car



car

cat



catch caught, catching Throw the ball, and I will catch it. But first button your coat, or you will catch a cold.

caught Jill caught the ball. She also caught a cold playing in the rain. Look at **catch**.

cave Bears live in a cave in the side of that mountain.

chair chairs



cheek Charles gave his aunt a kiss on the cheek.

cold

children Children cannot go into the deep end of the pool.

church Marcie and I went to church on Sunday.

circus Sally liked the elephant in the circus.

city cities Sarah lives in the country. I live in the city.

clap clapped, clapping Count to three. Then clap your hands.

clay Joe made a rabbit out of clay.

clean Make sure your hands are clean before you eat. Use this soap to clean them.

clock



clown



cold My hands and feet feel cold. I think I am getting a cold.

color

color What color is the sun?
You should color the sun
yellow.

come came, coming Will you
come with me to the store?

cook Dad will cook dinner
tonight. He is a good cook.

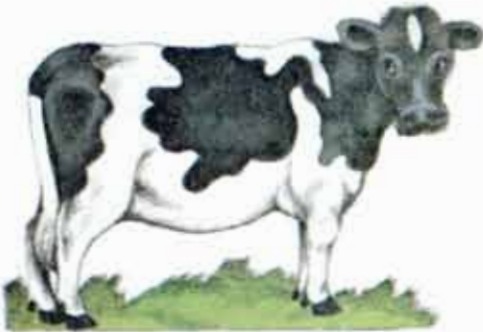
cookie You may have a cookie
and some milk.

corner Turn right at the
corner.

cost cost, costing These gloves
cost three dollars.

could Pedro wishes he could
run faster.

cow



crash crashes There was a
loud crash when the dishes fell.

crawl Babies crawl before they
can walk.

cross Look both ways before
you cross the street.

cup



doctor

cut cut, cutting Jeff will cut
the pie into six pieces.

D d

dad My mom and dad read a lot
of books.

day Owls sleep during the day.
One day last week I saw an owl
at the zoo.

dear Nina began the letter with
"Dear Olga."

deep We looked down into the
well. It was very deep.

desk



did Karen did magic tricks at
the party. What did Sam do?
Look at do.

dig dug, digging Get a shovel
and help me dig this hole.

dinner We eat dinner at 6:00.

dish dishes First help me wash
these dishes. Then you may give
the dog a dish of water.

do did, doing, done I can do
this puzzle. Do you want to
help me?

doctor I go to a doctor when I
am sick.

does

does Andy does his homework after supper. Does his mother help him?

dog



dollar Gail gave Mark ten dimes for a dollar.

done Have you done your spelling lesson? Look at **do**.

door Knock first, then open the door.

down We hiked up one side of the mountain and down the other.

draw **drew, drawing** Steven likes to draw pictures of boats.

dream What do you dream about? Once I had a dream about spaceships.

dress **1 dresses** Pam has a new dress for the party. **2** My younger brother can dress himself.

drink **drank, drinking** Please don't drink all the lemonade. You may have a drink of water.

drop **1 dropped, dropping** The glass will break if you drop it. **2** I felt a drop of rain.

dry **1 dried, drying** You wash the dishes and I will dry them. **2** Please get me a dry towel.

end

duck



dust Everything in the old house was covered with dust.

E e

each Each of us won a prize.

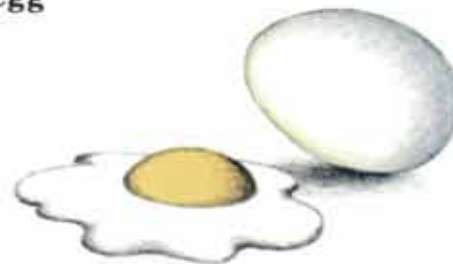
early Mimi got up early. She wanted to get to school early.

earth We planted the seeds in the earth.

easy Everyone passed the test. It was an easy test.

eat **ate, eating** I eat breakfast every morning.

egg



eight The word for 8.

empty One glass was full. The other glass was empty.

end We saw the end of the boat race. We watched from the end of the dock.

ever

ever Have you ever been to the circus?

F f

face Kim has a smile on her face.

fall **1** fell, falling Be careful you don't fall. **2** School begins in the fall.

family families Everyone in my family has red hair.

far Tonio lives far away in another country.

farm



fast The winner of the race ran very fast. She is a fast runner.

fat If you feed your dog too much, he will get fat.

father Monica's father is a teacher.

feel felt, feeling Inez didn't feel well. Her mother felt her forehead to see if it was warm.

feet **1** Nick got his feet wet in the puddle. **2** Lisa is almost four feet tall.

flower

fell Brad fell off his bike.

Look at fall.

felt Clark felt cold. The blanket felt warm and soft. Look at feel.

fill Let's fill this pail with sand.

find found, finding Tim lost his book. He can't find it.

fine Suki just got over a cold. She feels fine now.

finish You may go out after you finish your homework.

fire The forest fire burned down many trees.

fish



fit This coat is too small. It does not fit me. Maybe it will fit my younger brother.

five The word for 5.

fix Otis will fix the broken kite.

flat **1** The top of a table is flat. **2** Fran fixed the flat tire.

flavor I can taste the flavor of apples in my cereal.

flew The bird flew away. I flew my kite. Look at fly.

float A piece of wood can float on water. A rock cannot float.

flower Rosa picked a red flower in the garden.

fly

fly 1 **flew, flying** Jet planes fly very high. I can fly my kite high. 2 **flies** A big fly buzzed outside the window.

follow You go first, and I will follow you.

foot feet 1 The big toe on my left foot hurts. 2 There are 12 inches in a foot.

football



for I have a present for you.

forgot Len knew her first name, but he forgot her last name.

found Jean found a dollar bill on the sidewalk. Look at **find**.

fox foxes



free 1 The magic show is free. We don't have to pay to go. 2 Mom isn't busy now. She has some free time.

friend Don is my best friend.

frighten Don't move or you will frighten the deer away.

glass

frog



from Is it far from your house to the park? Can you get some money from your brother?

front There was a line in front of the store. Marsha was at the front of the line.

full There is no more room in this box. It is full.

fun We had fun at the circus.

funny We all laughed at the funny joke.

G g

game Let's play a game of tag.

gave Sandy gave me a paint set for my birthday. Look at **give**.

get got, getting 1 What did you get for your birthday? 2 When did you get up this morning?

girl That girl is in my class. Her name is Kathy.

give gave, giving What did you give Sara for her birthday?

glad I am glad to see you.

glass glasses 1 A rock broke the glass in the window. 2 Jed had a glass of milk. 3 My dad wears glasses when he reads.

go

go **went, going, gone** Hal wants to go for a ride. I am going to go with him.

goat



gold This ring is made of gold.
gone The party is over.

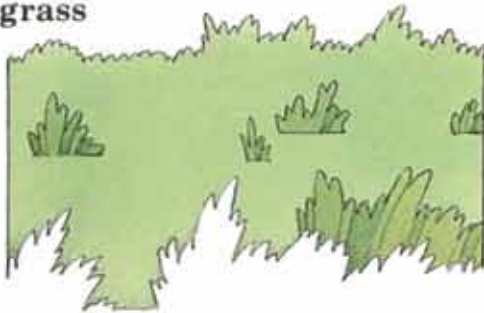
Everyone has gone home. All the food is gone. Look at go.
good These carrots taste good.

They are good for you, too.
goodness He showed his goodness by helping people.

got 1 Nora got a train set for her birthday. 2 Juan got home before dark. Look at get.

grand The prince lived in a grand old palace.

grass



great The party was in a great big house. We had a great time.

grew Emma grew flowers in her garden. But weeds grew there, too. Look at grow.

have

ground The rain made the ground wet and muddy.

grow **grew, growing** Eric and Jerry grow tomatoes. Some of the plants grow very tall.

Hh

had Holly had a pencil, but she lost it. Look at **have**.

hall Our classroom is at the end of the hall.

hand



hang **hung, hanging** Bats hang upside down when they sleep. You hung the picture upside down.

happy Our class won the prize. Our teacher was very happy.

hard This rock is hard. It is hard to break it with a hammer.

hardly It hardly ever rains in the desert.

has Todd has a blue bike, and I have a red one. Look at **have**.

have **had, having** Chad and Mindy have new skates.

he

he Warren fell down, but he didn't get hurt.

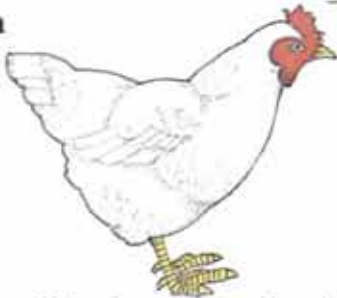
hear **heard, hearing** I hear the telephone ringing.

heard We heard a loud noise outside. Look at **hear**.

hello Do you say "hello" when you answer the phone?

help Will you help me rake the leaves? I can use some help.

hen



her Glenda carries her books in a bag. I saw her this morning.

here You stay here, and I will go over there.

hide **hid, hiding** Let's hide behind this tree. Then we can see where they hide the gold.

high Planes fly very high in the sky.

hill



him Carla waved to Fred when she saw him.

in

his Tom let me use his bat.

hit **hit, hitting** John hit the ball into right field. It was the first hit of the game.

hold **held, holding** Hold this big pail with two hands. It holds a lot of water.

home Nat stayed home yesterday.

hope **hoped, hoping** I hope you find your cat. You must not give up hope.

house



how Show me how you did that trick. How long did it take to learn it?

hungry I didn't feed the cats today. They must be hungry.

hurt **hurt, hurting** Jack fell off the swing and hurt himself.

I i

I My name is Pete. I am eight years old.

if We can go if it stops raining. I don't know if Matt is coming.

in There is too much sugar in the lemonade.

is

is Fern is my friend. She is staying with me for two weeks.
it Ned has a new kite. It is red and black.

J j
jar



jet Martha flew from Portland to Chicago on a jet.
job Edith got a job in a store.
joke Jason told us a funny joke.
jump My dog can jump over this fence.
just I got to school just before the bell rang.

K k

keep **kept, keeping** Missy found a puppy. She wants to keep it. But it keeps running away.

key



learn

kick If the gate sticks, kick it with your foot.
kind **1** Most people are kind to small animals. **2** What kind of animals do you like?
kitchen Our family eats breakfast in the kitchen.
kite



kitten The mother cat played with her kitten.
know **knew, knowing** I know her name, but I don't know where she lives.

L l

lake We rowed the boat across the lake.
large An elephant is a very large animal.
last December is the last month of the year. I was seven years old last December.
late Dirk got home late last night. He was late for school this morning.
laugh People laugh when they hear something funny.
learn What did you learn in school today?

leave

leave left, leaving Please be careful as you leave the plane. Make sure you don't leave anything behind.

left **1** Doug writes with his left hand. **2** I left before the movie was over. I left my gloves on the seat. Look at **leave**.

leg How long can you stand on one leg?

let **let**, **letting** Mom let me go on a butterfly hunt. Let go of my net! Oh, you let the butterfly get away!

letter **1** My baby sister knows every letter in the alphabet. **2** Now she wants to write a letter to the President!

life **lives** That big turtle at the zoo is 90 years old. It has had a very long life.

lift Bend your knees when you lift something heavy.

like **1** I like bread. I even like to bake it. **2** Becky looks just like her mother.

lion



listen You should listen when someone speaks to you.

made

little Polly found a little gray kitten. She gave it a little milk in a saucer.

live **lived**, **living** Liz and her mother live in a small town in Oregon.

live We saw a live TV show in California.

lock This key opens the lock on the gate. Be sure you lock it when you leave.

long Stan made a kite with a long tail. It took him a long time to make it.

look Look at all those people down there. They look like ants.

lost Frank lost the baseball game. Then he lost his new watch. So he went for a walk, but he got lost.

lot Amy had a lot of flower seeds. So she planted some of them in the empty lot.

low Lucy bumped her head on a low tree branch.

luck Mrs. Cramer wished me luck before the contest.

lucky Rob fell off his bike. He was lucky he didn't get hurt.

lunch Alice and I eat lunch together at school.

M m

mad Fritz gets mad when his brother teases him.

made Sally made a bird house. Look at **make**.

mail

mail I didn't get your letter in the mail. Did you forget to mail it?

make made, making Carlos can make a hat out of paper.

man men The tall man in the middle is my father.

many There are many stars in the sky.

may 1 You may stay up late and watch TV. 2 George was born on May 18.

maybe Vicky is not here yet. Maybe she got lost.

me Peter told me a story.

mean 1 meant, meaning What does that big word mean?
2 People who hurt animals are mean.

men More than one man. The men wore suits and ties.

middle Your nose is in the middle of your face.

milk Brenda had a glass of milk with her sandwich.

mirror



miss 1 My best friend moved away. I miss her. I can't even play basketball. I miss the basket every time. 2 My new teacher is Miss Ortiz.

nail

mix If you mix yellow and blue, you get green.

month The first month of the year is January.

more Lester has 10 pennies. Vera has 12. Vera has more pennies than Lester.

morning The sun comes up in the morning.

moss That green stuff growing on the rocks is moss.

most The player with the most points wins the game.

mother Ed's mother is a doctor.

mouse mice



much There is too much salt in the soup. How much did you put in?

must Everyone must try hard to win.

my This is my desk. Your desk is over there.

myself I painted a picture of myself.

N n

nail



near

- near** Debbie lives next door. Keith lives near me, too.
- neat** The papers were stacked in a neat pile.
- neck** A giraffe has a very long neck.
- need** I need some paper and a pencil to write a letter.

nest



- new** We sold our old car and bought a new one.
- next** Dinah sits next to me in school. Next year we will not be in the same class.
- nice** What a nice day for a hike in the woods!
- night** The moon and stars come out at night.
- no** I have no money. Will you give me some? No, I won't.
- nose** I hold my nose when I jump into the pool.
- note** 1 Jane wrote a note to Paula. 2 Paco played a wrong note on the piano.
- now** Do your homework now. You can play later.

over



oak



- oatmeal** Hot oatmeal tastes good on a cold morning.
- of** The door of the house was open. It was made of wood.
- off** Take off your shoes. Turn off the light and go to sleep.
- on** Turn on the light. Put on your glasses and read a book.
- or** Answer each question with yes or no.
- order** 1 Put the words in ABC order. 2 The captain gave the order to march.
- other** I found one shoe, but I can't find the other one.
- our** My sister and I made a cake for our mother's birthday.
- outside** We went outside after the rain stopped.
- over** 1 A large jet flew over the house. I put my hands over my ears. 2 We left before the game was over.

owl

owl



own I wish I could own a bike shop. Then I would fix my own bicycle.

P p

page Read the story that begins on page 21.

paint Will you help me paint the fence? You can use the red paint.

pan



pants Jeremy got a new pair of pants.

park 1 Our class had a picnic in the park. 2 You can park the car by the gate.

part Your knee is a part of your leg.

plain

pass 1 You can pass the test if you study. 2 We watched the parade pass by.

past We have lived in this house for the past four years.

pat **patted, patting** You may pat the dog on the head. But give it a gentle pat.

path We followed the path through the woods.

paw The cat licked its front paw.

pay **paid, paying** How much did you pay for that ring?

penny pennies

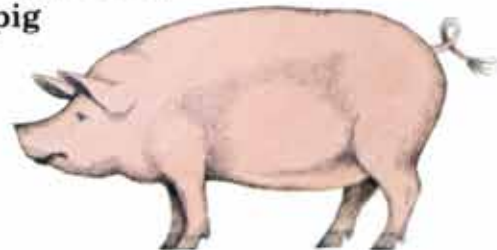


person We must find the person who did this.

pet **petted, petting** I like to pet my hamster Curly. He is a fine pet.

pick Pick any card you want. Then pick it up. But don't let me see it.

pig



place **placed, placing** Place the fork next to the plate. That is the place for it.

plain Chet wrapped the box in plain paper.

plant

plant José gave me a bean plant. But I don't know where to plant it.

play **1** Who wants to play tag with me? **2** Susie has a big part in the school play.

playground



please Say please when you ask for something.

pond A pond is a small lake.

pop **popped, popping** Let's pop some popcorn. I love to hear it pop.

pretty What a pretty new dress you have!

prize Carmen won first prize in the spelling contest.

pull You get in the wagon and I'll pull it.

push The car is stuck. We will have to push it. Give it a big push.

put **put, putting** Ronald put a dime in his bank.

return

R r

rabbit



raccoon



race **raced, racing** Do you want to race me? We can have a race around the block.

rain **1** It is going to rain this evening. **2** We need the rain.

ran A little mouse ran across the room. Look at **run**.

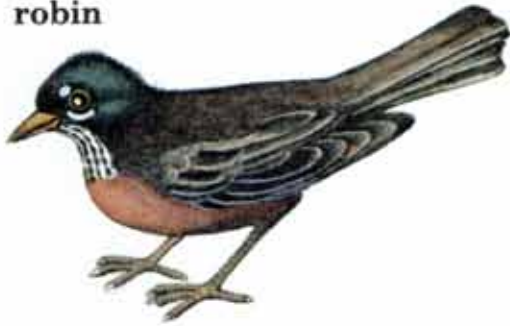
real Monsters are make-believe. But big brown bears are real.

rest **1** If you are tired, you should rest. **2** You can do the rest of the work tomorrow.

return In the spring, geese return to their homes in the north.

ride

- ride** rode, riding Rick taught me how to ride a horse. We go for a ride every Sunday.
- right** 1 Judy writes with her right hand. 2 I got the answer right away. 3 I knew it was right.
- ring** rang, ringing 1 I heard the school bell ring. 2 Marnie wears a silver ring.
- road** We drove down a bumpy road.
- roast** We had roast beef for dinner.
- robin**



- room** You can put your sleeping bag in my room. But I don't have room for your bike.
- rope** We need some rope to tie up this box. May we use your jump rope?
- round** Baseballs, oranges, and the moon are round.
- row** 1 Erica planted a row of beans in the garden. 2 I can't row the boat without oars.
- rub** rubbed, rubbing If your hands are cold, rub them together.
- run** ran, running A deer can run very fast. How fast can you run?

set

S s

- safe** She felt safe on the plane. She had a safe trip.
- said** Kelly said she would meet us at noon. Look at say.
- same** My book is the same as Vinnie's book.
- sat** Josh sat on a bench and fed the birds. Look at sit.
- save** saved, saving 1 I save old bottle tops. 2 My aunt saved the boy from drowning.
- saw** Henry saw that movie three times. Look at see.
- saw**



- say** said, saying What did you say? I didn't hear what you said.
- school** I learn a lot of things in school.
- see** saw, seeing You can see the parade better if you stand here. I see what you mean.
- seed** Ronnie found a seed in her orange juice.
- sent** My father sent a letter to the newspaper.
- set** set, setting 1 The sun will set at 6:30 today. 2 Amos has a new set of paints.

shake

shake **shook, shaking** We felt the earthquake shake the house. Everything in the room shook.

she Diana studies a lot. She gets good grades.

sheep **sheep**



shell



shine **1 shone, shining** The stars seem to shine brighter in the country. **2 shined, shining** Marty shined his shoes.

shoe



shook Heather shook the bottle before she opened it. Look at shake.

sky

shop **shopped, shopping**

Carrie likes to shop in the morning. The shops are not busy then.

short Dennis got his hair cut short.

should You should write Grandma a letter.

shout I can hear you. You don't need to shout.

show I want to show you my picture. It is going to be in the art show.

shut **shut, shutting** Please shut the door when you leave. All the windows in the house are already shut.

shy Kirby is shy in front of strangers.

sick Wanda is sick in bed with a cold. She is sick of staying in bed.

side Bobby bumped into the side of the door. He hurt his left side.

sight Julie hid behind a rock. She was out of sight.

sing **sang, singing** We started to sing songs at the party. My friends said I sang well.

sister My older sister helps me with my homework.

sit **sat, sitting** Let's sit under that tree and talk.

skate **skated, skating** Rico taught me how to skate. He even let me use his skates.

sky White fluffy clouds floated in the sky.

sleep

sleep **slept, sleeping** Jamie likes to sleep in a tent. Sometimes he doesn't get much sleep.

slide **slid, sliding** Big rocks sometimes slide down the hill.

slow Turtles are very slow animals.

small Elephants are big. Ants are small.

smile **smiled, smiling** Look at the camera and smile. That's a nice smile.

snake



so Ken hit the ball so hard, he broke his bat. So he had to use my bat.

soap Arthur washed his socks in soap and warm water.

soft My cat's fur is very soft.

some Most birds fly, but some birds cannot fly.

son Dad is Grandpa's son.

song Let's sing a song we all know.

step

soon It is almost nighttime.

Soon it will be dark.

sound I didn't make a sound. The deer came right up to me. That sounds exciting.

spell Tracy knows how to spell Mississippi.

spend **spent, spending** How much money did you spend today?

spoke 1 Mark spoke to Paul on the phone. 2 Raul bent a spoke in the front wheel of his bike.

spoon



spot 1 Sharon got a spot of ink on her dress. 2 This is a great spot for a picnic.

stand **stood, standing** When you hear your name, stand up.

stare **stared, staring** My dog likes to stare at birds.

start I hope they don't start the race without me. I want to be there right at the start.

stay Claire had to stay after school.

steep The hill was too steep for us to climb.

step **stepped, stepping** Take a giant step. Don't step in the puddle. Then sit on the steps and wait for me.

stick

stick 1 **stuck, sticking** Stamps will stick together if they get wet. 2 Ella wrote her name in the sand with a stick.

still 1 The rabbit stood very still. 2 It was still there when we left.

stone David threw a stone in the water.

stood We stood in line for an hour. Look at **stand**.

stop **stopped, stopping** Mom stopped the car. She would not start again until we stopped fighting.

store Dick went to the store to buy milk.

story **stories** Jessica wrote a story about a flying saucer.

stove



straight Howie drew a straight line. He drew it straight across the paper.

straw I like to drink milk with a straw.

street The street was crowded with cars and buses.

string Beth tied a very long piece of string to her kite.

strong Jake is strong. He can lift his bike with one hand.

teach

stuff 1 Don't stuff your mittens in your pockets. 2 Put all your stuff in this bag.

sugar Sugar makes things taste sweet.

summer Summer is the hottest time of the year.

sunny People go to the beach when it is warm and sunny.

sweater



sweet The apples had a sweet taste.

swim **swam, swimming** Do you know how to swim? Let's go for a swim now.

T t

tail A pig has a curly tail. Birds, kites, and airplanes have tails, too.

talk Did your parents talk to you about your report card? Yes, we had a long talk.

tall There are many tall buildings in Chicago.

taught My grandmother taught school for 40 years. Look at **teach**.

teach **taught, teaching** Will you teach me how to draw?

teeth

teeth I brush my teeth after every meal.

tell **told, telling** You should never tell a lie.

ten The word for **10**.

test Our teacher gave us a spelling test today.

than Libby is taller than Cindy.

thank Thank you for helping me.

that That boy is strange. He says that he is from outer space.

the The top of the mountain was covered with snow.

their The monkeys hung by their tails in the cage.

them I have three cats. I feed them twice a day.

then First wash your hands. Then you may eat.

there There is no room here. You will have to sit over there near the door.

these These books are mine. Your books are over there on the desk.

they Max and Bill are tired. They worked very hard today in the garden.

thing What is that thing on the back of your bike?

think **thought, thinking** Think carefully before you answer. I think you know the answer to the question.

this This button turns it on. That one turns it off.

together

those Those glasses on the table belong to my father. These are mine.

thought I thought you were coming with us. Look at **think**.

three The word for **3**.

throw **threw, throwing** Throw the ball over here. That was a good throw.

thumb Your thumb is a part of your hand.

tie **1 tied, tying** Sailors know how to tie many kinds of knots.

2 Jim wore a suit and tie to the party. **3** The game ended in a tie.



time What time is it? Do we have time for one more game?

tire The car has a flat tire.

to Carla went to the store. She wanted to buy a present.

toad



toast Peg burned the toast and spilled the milk.

today Nelson was sick yesterday, but he is fine today.

together Bruce, Adam, and Mike went to the park together.

told

told Penny told me the answer. Look at tell.

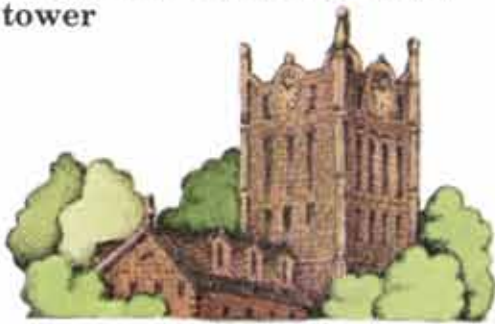
too It is too cold to ride our bikes. It is going to rain, too.

took We took all the books off the shelves. It took us a long time to do it.

top 1 The climbers reached the top of the mountain. 2 A top is a toy that you can spin.

torn A page in my book is torn. I will fix it with some tape.

tower



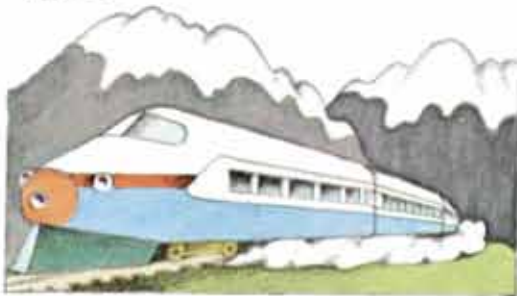
town Chris lives in a small town in Utah.

toy Everyone brought a toy for the grab bag.

track Flowers and weeds grew along the railroad track.

trail The hikers followed the trail through the woods.

train



try

trap **trapped, trapping** We tried to trap the mouse. We put cheese in the trap.

treat 1 You should treat people with kindness. 2 Let me treat you to an ice cream cone. That's a nice treat!

tree



trick Barbara taught me a new magic trick.

truck



true This story is not make-believe. It is a true story.

trunk 1 The elephant picked up the peanut with its trunk. 2 I leaned against the trunk of the tree. 3 We put the suitcases in the trunk of the car.

trust I won't tell your secret. You can trust me.

try **tried, trying** I will try to call you tomorrow.

turn

turn 1 Turn around and close your eyes. 2 It is my turn to hide and your turn to find me.
twice Hilda ran around the block not one time, but twice.

U u

until We waited until the rain stopped.
up Dad climbed up the ladder. My kite was up on the roof.
us We laughed at the monkeys, and they laughed at us.
use used, using Greg knows how to use chopsticks.

V v

very The sun is very hot.
visit Should we visit Gary at his store? I think he will enjoy our visit.

W w

wait We had to wait half an hour for a bus.
walk My friends and I walk to school every day. It is a nice walk through the park.
wall Thad hung his picture on the wall.
want I know what I want for my birthday. But I don't want to tell you.

when

was Dale was late for school. He was watching a bird build a nest.
wash Bonnie and I will wash the dishes.
watch We can watch the parade from the window.
watch



water Fill this pail with water. Then you can water the plants.
wave 1 waved, waving Wave to the people in the boat.
2 Don't let that big wave knock you over.
way This is the shortest way to the library.
we Denise and I went to the zoo. We had a great time.
weather I hope we have good weather for the picnic.
well Hank can sing very well. But he doesn't sing when he is not feeling well.
went Cissy went home early. Look at go.
were We were the first ones at the party. Marla and Ross were making the lemonade.
wet I got wet in the rain.
what What is that? I don't know what it is.
when When does the party begin? It begins when you get here.

where

- where** Where did she go? She didn't tell me where she went.
- who** Who is that? I don't know who that is.
- why** Why did he do that? I don't know why he did that.
- wide** The river is very wide. Do you know how wide it is?
- window**



- winter** Winter is the coldest time of the year.
- wise** A wise person knows many things.
- wish** If you had one wish, what would you wish for?
- with** I want a bike with two seats. Then you could ride with me.
- woke** I woke up in the middle of the night. I heard a noise, so I woke my father.
- woman women** That woman over there is my Aunt Mary.
- won** Janice got the most points. She won the game.
- wonder** I wonder what I will be when I grow up.
- wood** Some houses are made of wood.

your

- wool** Wool comes from sheep. I have a warm wool coat.
- word** Hector looked up the new word in his dictionary.
- work** My uncles work in a garage. It is hard work. But they like to make broken cars work.
- world** Many kinds of people live in the world.
- would** What would you like to do now?
- write wrote, writing** Curt said he would write me a letter every week. I wrote him a letter last week.
- wrong** I get mad when I give a wrong answer. Is it wrong for me to get mad?

Y y

- yard** **1** We have trees in our yard. **2** There are three feet in a yard.
- year** There are 365 days in a year.
- yes** Answer the question with yes or no. Do you understand? Yes.
- yet** Becky is here, but Ricardo is not here yet.
- you** You are my best friend.
- young** A young bear is called a cub.
- your** You may keep that pencil. It is your pencil now.

WRITER'S GUIDE



SPELLING RULES

Unit 1: Beginning Sounds

Every letter is a consonant except a, e, i, o, u, and sometimes y.
The first letter in each of these words is a consonant.

- **b** as in band
- **m** as in men
- **n** as in next
- **p** as in pan
- **r** as in rest

Unit 2: Beginning Sounds

Here are consonant letters that begin words.

- **t** as in tell
- **d** as in dear
- **f** as in fit
- **v** as in very
- **w** as in went
- **y** as in your

Unit 3: Beginning Sounds

Here are consonant letters that begin words.

- **g** as in gold
- **h** as in hall
- **j** as in jet
- **l** as in left
- **s** as in soon

Unit 4: The Sound /k/

Here are three ways to spell /k/.

- with **c**, as in cup
- with **k**, as in kite
- with **ck**, as in duck

Unit 5: Spelling Short a

- This is the sign for short a: /a/. You spell the vowel sound /a/ with the letter **a** as in these words.

ant fast hand

Unit 7: Spelling Short e

- This is the sign for short e: /e/. You spell the vowel sound /e/ with the letter **e** as in these words.

pet dress well

Unit 8: Spelling Short i

- This is the sign for short i: /i/. You spell the vowel sound /i/ with the letter **i** as in these words.

fill hit is

Unit 9: Spelling Short u

- This is the sign for short u: /u/. Most of the time, you spell the vowel sound /u/ with the letter **u** as in these words.

until truck jump

- The sound /u/ can also be spelled with the letter **o** as in the words below. Each of these words also ends with an e.

come done some

TROUBLESOME WORDS TO SPELL

TROUBLESOME WORDS TO SPELL

always	friend	mother	teacher
am	from	Mrs.	Thanksgiving
and	fun	much	that's
aunt	good	name	their
baby	grammar	nice	there
balloon	had	now	time
because	has	on	to
bought	have	once	today
boy	he	one	tomorrow
brother	here	our	too
brought	him	party	train
can	his	people	two
children	house	play	very
cousin	I'm	pretty	we
didn't	in	said	were
dog	know	saw	white
don't	little	snow	write
everybody	made	some	writing
father	make	sometimes	you
for	me	store	your

LANGUAGE: A Glossary of Words and Examples

Grammar

Sentences

- A **sentence** is a group of words that tells a complete thought. Every sentence begins with a **capital letter**.
The balloon is red.
- A **statement** tells something. It ends with a period (.).
Pablo walked to the store.
- A **question** asks something. It ends with a question mark(?).
Is that a new dress?

Nouns

- A noun is a word that names a person, place, or thing.
letter house sister
- Add **s** to most nouns to mean more than one.
school—schools apple—apples
friend—friends car—cars
- Add **es** to most nouns that end in **x**, **ch**, **sh**, or **s** to mean more than one.
box—boxes lunch—lunches
dish—dishes glass—glasses

Verbs

- An **action verb** is a word that shows an action.
write eat drop swim
- Add **s** to an action verb that tells about one person or thing.
One cat jumps. Three cats jump.
- Verbs can tell about action in the past. Form the past time of most verbs by adding **ed**.
Today I paint. Yesterday I painted.

- Some action verbs do not add **ed** to tell about the past.

Present	Past
go, goes	went
feel, feels	felt
run, runs	ran
tell, tells	told

- Some verbs do not show action.

Present	Past
am, is, are	was, were
have, has	had

Describing Words

- A **describing word** is a word that describes a noun.
I saw a funny movie.
- Add **er** to most describing words when they are used to compare two things.
A horse is taller than a dog.
- Add **est** to most describing words when they are used to compare more than two things.
That is the tallest tree in the forest.

Vocabulary

Opposites

- Some words have opposite meanings.

shut—open	same—different
little—big	top—bottom

Compound Words

- A **compound word** is made up of two smaller words.
 afternoon inside someone

Words That Sound the Same

- The words **to**, **too**, and **two** sound alike but are spelled differently.
- **To** helps to tell where. To can also come before a verb.
 Are you going to the lake?
 I want to go with you.
- **Too** means “also” or “more than enough.”
 She won a prize, too.
 He put too much salt in the soup.
- **Two** is the word for the numeral 2.
 I saw two raccoons in the yard.

Rhyming Words

- **Rhyming words** are words that end with the same sounds.

flower—tower	free—three
shoe—blew	fun—sun

DICTIONARY: A Glossary of Words and Examples

ABC Order

- The order of letters from A to Z is called ABC order. Words in a dictionary are in ABC order. These words are in ABC order.

ball
dog
how
town
well

Guide Words

- The two words at the top of a dictionary page are called **guide words**. The word on the left is the first word on the page. The word on the right is the last word on the page. All the other words on the page are in ABC order between the first and last word.

along

along We followed the path along the edge of the cliff. My dog came along with us.
also Brian plays the piano. He also plays the drums.

be

asleep Kevin was so tired, he fell asleep in the chair.
at I met Ralph at the zoo. We had fun looking at the animals.

Entry Word

- An **entry word** is a word that is in **dark print** on a dictionary page. Entry words are in ABC order.
- Some entry words have more than one meaning.
- The dictionary shows how to use entry words in sentences.

order 1 Put the words in ABC order. 2 The captain gave the order to march.

other I found one shoe, but I can't find the other one.

our My sister and I made a cake for our mother's birthday.

COMPOSITION: A Glossary of Words and Examples

Guides for Writing

Before Writing

Use this checklist to plan your writing.

- Think about what you want to write.
- Think about why you are writing.
- Think about who will read your work.
- Ask yourself questions about your idea.
- Make a plan.
- Read over your plan.
- Add more ideas to your plan as you think of them.

Here are some ways you can plan what you write.

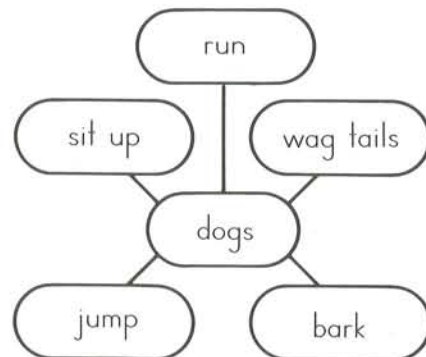
LISTMAKING

Thinking of Words

<u>Parade</u>		
bands	flags	balloons
clowns	music	jugglers
singing	animals	clapping

CLUSTERING

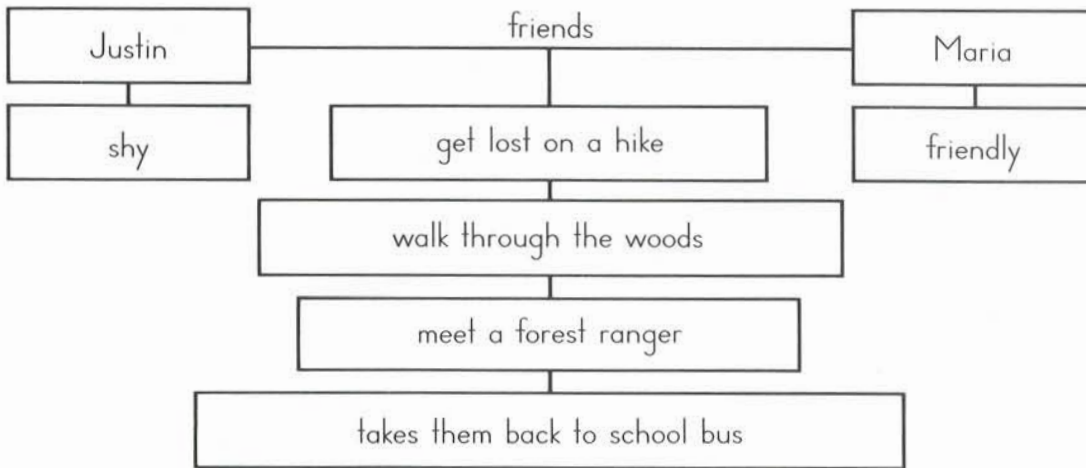
Planning Sentences



CHARTING
Sensory Details

<u>See</u>	<u>Hear</u>	<u>Taste</u>	<u>Feel</u>	<u>Smell</u>
beach	waves crashing	salty water	hot sand	fresh air
picnic	people talking	sour lemonade	cool grass	meat cooking

MAPPING
Drawing a Plan



A Glossary of Words and Examples

Kinds of Sentences

- A **sentence** is a group of words that tells a complete thought. Every sentence begins with a capital letter.
The balloon is red.
- A **statement** tells something. It ends with a period (.).
Pablo walked to the store.
- A **question** asks something. It ends with a question mark (?).
Is that a new dress?

Paragraph

- A **paragraph** is a group of sentences that tell about one main idea.
- The first line of a paragraph is indented.

Here is an example of a paragraph.

Katie is a good swimmer. She swims in the pool every day. She swims to the end of the pool and back. Katie thinks swimming is fun.

Paragraph that Describes

- A **paragraph that describes** makes a picture with words. It tells how something looks, feels, sounds, tastes or smells.

Here is an example of a paragraph that describes.

A squirrel visited our yard last week. Its fur was thick and gray. It had tiny black paws and a bushy tail. Sometimes the squirrel was as still as a stone. Then it would run quickly away.

How-to Paragraph

- A **how-to paragraph** tells how to do something.
- The first sentence tells what the paragraph is about.
- The next sentences tell how to do something in order.
- How-to paragraphs use the words first, next, then, and last to show the order of steps.

Here is an example of a how-to paragraph.

This is how I give my dog Rokko a bath. First I fill the bathtub with water. I put Rokko in the bathtub. Next I wash Rokko's fur with soap and water. Then I rinse it with a hose. Last I dry Rokko with a towel.

Friendly Letter

- A **friendly letter** is a letter you write to someone you know.
- A friendly letter has five parts.
- The **heading** gives the date you wrote the letter. Use a **comma** (,) between the day and the year in the heading.
- The **greeting** says hello to the person to whom you are writing. Use a **comma** (,) after the greeting.
- The **body** is the part in which you write your message.
- The **closing** ends the letter. Use a **comma** (,) after the closing.
- The **signature** is your name signed by yourself.

An example of a friendly letter is on the next page.

Poem

- A **poem** can paint a picture with words.
- A poem can help you to see something in a new way.
- Some poems use **rhyming words**.

Here is an example of a poem.

From my window I can see
Sunlight dancing in a tree.
It warms away the winter cold,
And turns the leaves to summer gold.

MECHANICS: A Glossary of Rules

Capital Letters

Names and Titles of Persons and I

- Begin the name of a person with a capital letter.
Don Bracken Maria Lopez
- Begin titles of people with capital letters. Put a period after Ms., Mrs., Mr., and Dr.
- Always write the word I with a capital letter.

Names of Places

- Begin the names of streets with capital letters.
61 Clinton Avenue
- Begin the names of cities and states with capital letters.
Houston, Texas Portland, Maine

Names of Days, Months, and Holidays

- Begin the name of a day of the week with a capital letter.
Monday Wednesday Saturday
- Begin the name of a month with a capital letter.
March June September

Names of Books and Stories

- Begin the first word, last word, and all important words in a title with a capital letter.
A Funny Surprise The Cat in a Tree

Punctuation

Period

- Use a period (.) at the end of a statement.
I have a pet rabbit.

Question Mark

- Use a question mark (?) at the end of a question.
Where are you going?

Comma

- Use a comma (,) between the name of a city and a state.
Mesa, Arizona Lexington, Virginia
- Use a comma (,) between the day and the year in a date.
September 8, 1954