

Q1.

Tick one box to show where a **dash** should go in the sentence below.

African elephants are the largest animals in the world they

↑

↑

↑

can weigh up to 10 tonnes.

↑

1 mark

Q2.

Rewrite the sentence below as **direct speech**.
Remember to punctuate your answer correctly.

She asked if he wanted a banana.

She asked him, _____

1 mark

Q3.

Which sentence is punctuated correctly?

Tick **one**.

The wind was blowing howling, actually,
so we headed – for home.

The wind was blowing – howling,
actually – so we headed for home.

The wind was blowing, howling –
actually – so we headed for home.

The wind was blowing howling actually –
so we headed for home.

Q4.

Circle all the words in the sentences below that should start with a **capital letter**.

henry tudor married his first wife, catherine, in june
1509. they married in london.

1 mark

Q5.

What is the name of the **punctuation mark** used between the two main clauses below?

My sister loves team sports; my brother, on the other hand, prefers individual sports - such as athletics.

1 mark

Q6.

Which sentence uses an **apostrophe** correctly?

Tick **one**.

The children's clothes were hanging up.

The childrens' clothes were hanging up.

The childrens clothe's were hanging up.

The childrens clothes' were hanging up.

1 mark

Q7.

Write the **contracted form** of the underlined words in the box.

That decision does not seem fair.

↓

1 mark

Q8.

Which sentence has been punctuated correctly?

Tick **one**.

Immediately after, dinner we did the washing up.

Immediately after dinner we did, the washing up.

Immediately after dinner, we did the washing up.

Immediately, after dinner we did the washing up.

1 mark

Q9.

Replace the underlined words in the sentences below with their **expanded forms**.

We're going into town later, so I'll buy some bread then.

↓

↓

We won't be back late.

↓

1 mark

Q10.

Tick one box in each row to show whether the **commas** are used correctly in the sentence.

Sentence	Commas used correctly	Commas used incorrectly
The blackbird, which nests in sheltered places, lays several eggs at a time.		
Her hobbies include walking, gardening, sewing and reading.		
My bag filled, with chocolates and sweets fell onto the floor.		
My case is heavy because I have shoes, clothes, books, and a gift, for my friend in it.		

1 mark

Q11.

Circle the word in the passage that contains an **apostrophe** for **possession**.

It's five o'clock. Let's leave early and we'll be able to go to Emma's house first.

1 mark

Q12.

Insert a **semi-colon** in the correct place in the sentence below.

There are Roman ruins near our village they are being excavated next week.

1 mark

Q13.

Which sentence uses **capital letters** correctly?

Tick **one**.

The athlete won four gold medals at the olympic games in London.

The athlete won four Gold Medals at the Olympic Games in London.

The athlete won four Gold medals at the Olympic games in London.

The athlete won four gold medals at the Olympic Games in London.

1 mark

Q14.

You are helping a friend to correct the punctuation in the box below. Which **two** pieces of advice should you give to correct the punctuation?

"Surprise" shouted the children!

Tick **two**.

There should be an exclamation mark after the word 'surprise'.

There should be an exclamation mark after the inverted commas.

The sentence should end with a full stop instead of an exclamation mark.

There should be an exclamation mark after the word 'shouted'.

More exclamation marks after the word 'children' would help to show they shouted loudly.

1 mark

Q15.

Which sentence uses the **colon** correctly?

Tick **one**.

I bought several beach toys a bucket: a spade a ball and a kite.

I bought several beach toys a: bucket, a spade, a ball and a kite.

I bought several beach toys: a bucket, a spade, a ball and a kite.

I bought several: beach toys, a bucket, a spade, a ball and a kite.

1 mark

Q16.

- (a) What is the **name** of the punctuation marks on either side of the words which was a spaniel in the sentence below?

Jay's dog (which was a spaniel) loved to play with its squeaky bone.

1 mark

- (b) What is the name of a **different** punctuation mark that could be used correctly in the same places?

1 mark

Q17.

Which sentence uses the **hyphen** correctly?

Tick **one**.

The sugar-free lollies are available in three flavours.

The sugar-free-lollies are available in three flavours.

The sugar-free lollies are available in three-flavours.

The sugar free-lollies are available in three flavours.

1 mark

Q18.

Insert **one** comma in the correct place in the sentence below.

Limping slightly the old man walked to the end of the road.

1 mark

Q19.

Tick two boxes to show where the missing **inverted commas** should go.

↓
↓ ↓
↓

Roman life was unlike modern life, the archaeologist said.

1 mark

Q20.

Insert two **hyphens** in the correct places in the sentence below.

The children have been busy cooking some healthy sugar free snacks and learning some well known traditional songs for visitors to enjoy.

1 mark

Q21.

Tick the option that must end with a **question mark**.

Tick **one**.

What we ate for dinner was very unusual

Can you guess what we ate for dinner

Ask me what we ate for dinner

I will tell you what we ate for dinner

1 mark

Q22.

Insert a **comma** and a **dash** in the correct places in the sentence below.

Before we leave school our class wants to start
a vegetable garden the first in our school's history.

1 mark

Q23.

Which punctuation mark should be used in the place indicated by the arrow?

Josh was excellent at languages he spoke French and Spanish.



Tick **one**.

comma

hyphen

full stop

semi-colon

1 mark

Q24.

Insert a pair of **brackets** in the correct place in the sentence below.

The highest mountain in Great Britain is
Ben Nevis 1,344 metres in Scotland.

1 mark

Q25.

Which sentence is punctuated correctly?

Tick **one**.

Joe went upstairs, turned on his computer
took out his homework and started.

Joe went upstairs turned on his computer,
took out his homework, and started.

Joe went, upstairs turned on his computer,
took out his homework, and started.

Joe went upstairs, turned on his computer,
took out his homework and started.

1 mark

Q26.

Insert a **pair of commas** in the correct place in the sentence below.

Jenna a very gifted singer won the talent
competition that was held in her local theatre.

1 mark

Q27.

Insert **full stops** and **capital letters** in the passage below so it is
punctuated correctly.

Declan has always been fascinated by animals
he has read many books about exotic creatures

jellyfish interest him the most and he would
would like to study them when he is older

1 mark

Q28.

Tick one box in each row to show whether the apostrophe is used for a **contracted form** or **possession**.

Sentence	Apostrophe for a contracted form	Apostrophe for possession
Where is Karen's pen?		
Joshua's hungry.		
Please get the dog's dinner.		
The cat's outside.		

1 mark

Q29.

Which sentence is punctuated correctly?

Tick **one**.

Abdul called out, "will you come and help me?"

Abdul called out "Will you come and help me"

Abdul called out, "Will you come and help me"?

Abdul called out, "Will you come and help me?"

1 mark

Q30.

Insert a **pair of commas** in the correct place in the sentence below.

I enjoy sitting in my bedroom even though it is quite small and listening to music.

1 mark

Q31.

Which sentence uses **capital letters** correctly?

Tick **one**.

We are going to see a Play by Shakespeare.

There is a new Doctor at the local Hospital.

There is a Class Visit to the museum next week.

He is trying to swim the English Channel.

1 mark

Q32.

Which sentence is punctuated correctly?

Tick **one**.

The town is ten miles (16 kilometres) away.

The town is ten miles (16 kilometres away.)

The town is ten miles (16) kilometres away.

The town is ten miles (16 kilometres away).

1 mark

Q33.

Tick one box to show the correct place for a **colon** in the sentence below.

Tom needed to think carefully about his homework it

looked very difficult.

1 mark

Q34.

Which sentence is punctuated correctly?

Tick **one**.

The man grabbed his coat – it
looked cold and windy outside.

The man grabbed his coat it
looked cold – and windy outside.

The man grabbed his coat it
looked cold and windy – outside.

The man grabbed his coat it
looked – cold and windy outside.

1 mark

Mark schemes

Q1.

African elephants are the largest animals in the world they can weigh up to 10



tonnes.

1 mark

Q2.

Award 1 mark for a correctly punctuated response, e.g.

- She asked him, "Do you want a banana?"

Also accept minor errors that preserve the basic meaning, e.g.

- She asked him, "Would you like a banana?"
- She asked him, "Do you want bananas?"

1 mark

Q3.

The wind was blowing – howling, actually – so we
headed for home.



1 mark

Q4.

Award 1 mark for all **six** words encircled.

(henry)(tudor) married his first wife, (catherine), in (june) 1509. (they)

married in (london).

1 mark

Q5.

Award 1 mark for the correct response.

- *semi-colon*

Also accept plausible misspellings and responses that do not use a hyphen, e.g.

- *semicolon*
- *semi colon*

1 mark

Q6.

The children's clothes were hanging up.

1 mark

Q7.

Award 1 mark for the correct contracted form.

- *doesn't*

1 mark

Q8.

Immediately after dinner, we did the washing up.

1 mark

Q9.

Award 1 mark for the correct expanded form inserted into each box.

We're going into town later, so I'll buy some bread then.

↓
We are

↓
I will / I shall

We won't be back late.

↓
will not

Do not accept the pronoun 'I' without a capital letter.

1 mark

Q10.

Award 1 mark for a correctly completed table.

Sentence	Commas used correctly	Commas used incorrectly
The blackbird, which nests in sheltered places, lays several eggs at a time.	✓	
Her hobbies include walking, gardening, sewing and reading.	✓	
My bag filled, with chocolates and sweets fell onto the floor.		✓
My case is heavy because I have shoes, clothes, books, and a gift, for my friend in it.		✓

1 mark

Q11.

Award 1 mark for the correct word encircled.

It's five o'clock. Let's leave early and we'll be able to go to
Emma's house first.

1 mark

Q12.

Award 1 mark for a correctly placed semi-colon.

There are Roman ruins near our village; they are being excavated next week.

1 mark

Q13.

The athlete won four gold medals at the Olympic Games in London.

1 mark

Q14.

There should be an exclamation mark after the word 'surprise'.

The sentence should end with a full stop instead of an exclamation mark.

1 mark

Q15.

I bought several beach toys: a bucket, a spade, a ball and a kite.

1 mark

Q16.

a) **Award 1 mark** for the correct response.

- Brackets / a pair of brackets

b) **Award 1 mark** for the correct response.

- Commas / a pair of commas

or

- Dashes / a pair of dashes

1 mark

Q17.

The sugar-free lollies are available in three flavours.

1 mark

Q18.

Award 1 mark for a correctly placed comma.

Limping slightly, the old man walked to the end of the road.

1 mark

Q19.

Roman life was very unlike modern life, the archaeologist said.

1 mark

Q20.

Award 1 mark for two correctly placed hyphens.

The children have been busy cooking some healthy sugar-free snacks and learning some well-known traditional songs for visitors to enjoy.

1 mark

Q21.

Can you guess what we ate for dinner

1 mark

Q22.

Award 1 mark for a comma and a dash correctly inserted.

Before we leave school, our class wants to start a vegetable garden – the first in our school's history.

1 mark

Q23.

semi-colon

1 mark

Q24.

Award 1 mark for a correctly placed pair of brackets.

The highest mountain in Great Britain is Ben Nevis (1,344 metres) in Scotland.

1 mark

Q25.

Joe went upstairs, turned on his computer,
took out his homework and started.

1 mark

Q26.

Award 1 mark for a correctly placed pair of commas.

Jenna, a very gifted singer, won the talent competition that was held in her local theatre.

1 mark

Q27.

Award 1 mark for capital letters and full stops correctly inserted.

Declan has always been fascinated by animals. He has read many books about exotic creatures. Jellyfish interest him the most and he would like to study them when he is older.

1 mark

Q28.

Award 1 mark for a correctly completed table.

Sentence	Apostrophe for a contracted form	Apostrophe for possession
Where is Karen's pen?		✓
Joshua's hungry.	✓	
Please get the dog's dinner.		✓
The cat's outside.	✓	

1 mark

Q29.

Abdul called out, "Will you come and help me?"

1 mark

Q30.

Award 1 mark for a correctly placed pair of commas.

I enjoy sitting in my bedroom, even though it is quite small, and listening to music.

1 mark

Q31.

He is trying to swim the English Channel.

1 mark

Q32.

The town is ten miles (16 kilometres) away.

1 mark

Q33.

Tom needed to think carefully about his homework it



looked very difficult.

1 mark

Q34.

The man grabbed his coat – it looked cold
and windy outside.

1 mark