

## WHAT'S MISSING?

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**Aim:** Give Ss practice using punctuation and capital letters correctly.

**Preparation:** Make one copy of the worksheet for every two Ss.

*Cut the copies in half.*

**Comment:** Use with the Conversation on page 72.

- Write this on the board:
  - . period
  - ! exclamation mark
  - , comma
  - ' apostrophe
  - ? question mark
  - " " quotation marks
  - CAPITAL LETTER
- Books open. Ss find examples of the punctuation marks on the board and capitalization in the conversation and circle them. Elicit or explain when to use them.
- Books closed. Give each S a worksheet and explain the task. The conversation is missing punctuation marks and capital letters. Ss add punctuation and capital letters individually. Point out that the number of missing punctuation marks or capital letters is in parentheses at the end of each line.
- Model the task. Ask: "What's missing in the first line?" (Answer: a question mark at the end)
- Ss complete the task individually. Then they compare their answers in pairs.
- Books open. Ss read the Conversation to check their answers.

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ANGIE: Are you going to do anything exciting this weekend (1)

PHILIP: Well Im going to celebrate my birthday (3)

ANGIE: Oh, happy birthday When is it, exactly (2)

PHILIP: Its august ninth – sunday (4)

ANGIE: So what are your plans (1)

PHILIP: Im going to go to my friend kayla's house.  
Shes going to cook a special dinner for me (4)

ANGIE: Nice is she going to bake a cake, too (3)

PHILIP: Bake a cake Oh, i'm not sure (3)



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PHILIP: Bake a cake Oh, i'm not sure (3)