Writing Fundamentals

Developed by teachers and reading specialists, **Writing Fundamentals** uses a structured approach to teach key concepts of the writing curriculum for grades 3 to 5. Among other skills, students learn how to create clear, concise, interesting sentences and how to write a paragraph with a clear beginning, middle and end. The program also teaches brainstorming, sorting, categorizing ideas and editing skills using a thesaurus and dictionary. **Writing Fundamentals** provides clear verbal instructions, along with exciting visual content to ensure that students can use the program with minimal supervision.

Targeted Skills

- Parts of Speech
- Sentence Structure
- Perfect Punctuation
- Vocabulary
- Dictionary Skills
- Satisfying Sentences
- Paragraphs
- Dialogue

Marks Manager

The Marks Manager tracks student progress throughout each program and records the percentage score for every activity completed. This feature provides an overview of how well a student is progressing and allows the teacher to identify strengths and weaknesses.

- Records students' results automatically as they work.
- Prints reports quickly and easily for sharing with parents and staff.
- Provides summary reports by subject or detailed reports by activity.
- Allows teachers to print reports for individual students or an entire class.
- Stores student marks in one central location for all programs.

Program Outline

The program is broken down into 4 main units, which can all be accessed from the main menu. On the following pages, each of these different units are broken down. The main menu units are:

1. Getting Started - The Toolkit

2. Satisfying Sentences

3. Supporting Details

4. Checking It Twice

1.1 - The Toolkit - Parts of Speech

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Common Nouns	Click on the nouns in each of these sentences.	Identify common and proper nouns in given sentences.
Proper Nouns	Click on the proper nouns in each of these sentences.	
Verbs	Click on the verbs in each of these sentences.	Identify verbs in given sentences.
Action Verbs	Click on the best action verb for these sentences.	Choose an appropriate verb for a given sentence.
Adjectives I	Click on the correct adjective for each of these sentences.	Identify adjectives in given sentences.
Adjectives II	Match the noun on the left with the adjective on the right.	Understand meaning of adjectives.
Adverbs I	Click on the adverb in each sentence.	Identify adverbs in given sentences.
Adverbs II	Find these adverbs in this word search puzzle.	
You Decide I	Is this word a noun, verb, adverb or adjective?	Determine whether a given word is a noun, verb, adverb or adjective.
You Decide II		

1.2 - The Toolkit - Sentences

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Subject and Predicate (2 activities)	Is this a complete sentence?	Determine whether a given phrase is a complete sentence.
Subject and Predicate II	Match the subject with its predicate on the right.	Understand the relationship between subject and predicate.
Sentences	Type the correct verb to complete these sentences.	Match a given sentence with its correct verb.
Capitals	Click on the places in each sentence that need a capital letter.	Understand rules of capitalization.
Compound Sentences I	Is this a compound sentence?	Determine whether a given sentence is a compound sentence.
Compound Sentences II	Click on the conjunctions in each of these sentences.	Identify the conjunction in a given sentence.
Compound Sentences III	Choose the correct joining word from the list and type it into the space to make a longer sentence.	Match a given sentence with its correct joining word.
Statements, Questions and Exclamations I	Put these sentences in the correct category - declarative, interrogative, exclamatory	Determine whether a given sentence is declarative, interrogative or exclamatory.
Statements, Questions and Exclamations II	Type the correct punctuation mark for each of these sentences.	Understand rules of punctuation.
Statements, Questions and Exclamations III		

1.3.1 - The Toolkit - Power Tools - Synonyms, Homonyms and Antonyms

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Synonyms I	Match each word with its synonym.	Understand the concept of a synonym. Match a given word with its synonym.
Synonyms II	Type the correct synonym in the blank space.	
Thesaurus	Click on the word that is not a synonym for this picture.	
Homonyms I	Find the pairs of homonyms.	Understand the concept of a homonym. Match a given word with its homonym.
Homonyms II		
Homonyms III	Type the correct word in the blank.	
Antonyms	Type the correct antonym.	Understand the concept of an antonym. Match a given word with its antonym.

1.3.2 - The Toolkit - Power Tools - Dialog

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Dialog I	Click on the places where quotation marks belong in each sentence.	Understand the rules of punctuation. Determine where punctuation and quotation marks should lie in given sentences.
Dialog II		
Dialog III	Click on the sentence with the correct punctuation and quotation marks.	
Dialog IV	Type the correct punctuation for each blank in these sentences.	

1.3.3 - The Toolkit - Power Tools - Compound Words

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Compound Words	Match the word on the left with the word on the right to form a compound word.	Form a compound word from given words.

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1.3.4 - The Toolkit - Power Tools - Check that Word - Dictionary

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Check that Word - Dictionary I	Type the words from the list in correct alphabetical order.	
Check that Word - Dictionary II	Put these words in alphabetical order.	Put given sets of words into alphabetical order.
Check that Word - Dictionary III	Click on the word you would find in the dictionary with these guide words.	

2.1.1 - Satisfying Sentences - Sentences - Basic Sentence

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Basic Sentence I	Sort these words into the correct categories - person, place or thing.	Determine whether a given word is a person, a place or a thing.
Basic Sentence II	Click on the phrase that was used to develop the sentence.	Understand the relationship between a phrase and a sentence.
Basic Sentence III	Arrange these words to make a sensible sentence.	Complete a sentence from given words.
Basic Sentence IV	Is this a sensible sentence?	Determine whether a given sentence is a sensible sentence or not.
Short Sentences	Is this an action sentence?	Determine whether a given sentence is an action sentence or not.

2.1.2 - Satisfying Sentences - Sentences - What Happens?

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
What Happens Next?	Click on the sentence completion that tells what happens next for each of these sentences.	Understand and complete cause and effect sentences.
Cause and Effect	Click on the effect part of these cause and effect sentences.	

2.1.3 - Satisfying Sentences - Sentences - Things that are the Same

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Things that are the Same I	Match the word on the left with something that is similar from the words on the right.	Identify pairs of related words from a given list.
Things that are the Same II	Click on the words on the right that are similar to the word on the left.	

2.1.4 - Satisfying Sentences - Sentences - Things that are Different

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Things that are Different I	Which sentence shows how the two objects in the first sentence are different?	Identify pairs of different words from a given list.
Things that are Different II	Click on the words on the right that are different from the word on the left.	

2.1.5 - Satisfying Sentences - Sentences - Compare and Contrast

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Compare and Contrast I	Type the correct word in the blank to make this a sentence that compares.	Understand and complete compare and contrast sentences.
Compare and Contrast II	Click on the word that signals that something is being compared or contrasted.	

2.1.6 - Satisfying Sentences - Sentences - Run-on Sentences

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Run-on Sentences I	Click on the run-on sentences.	Understand and identify run-on sentences.
Run-on Sentences II	Is this a run-on sentence, or a compound sentence?	

2.2.1 - Satisfying Sentences - Paragraphs - One Idea, One Paragraph

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
One Idea, One Paragraph I	Click on the sentence that does not belong in each paragraph.	Understand that each paragraph should have one main idea.
One Idea, One Paragraph II	There are two paragraphs in each of these stories. Click on the place in the story where a new paragraph should begin.	

2.2.2 - Satisfying Sentences - Paragraphs - Paragraph Structure

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Beginning, Middle and End	Arrange these sentences in the proper order so that they make a good paragraph with a beginning, middle and end.	Construct a properly structured and formatted paragraph from given sentences.
The Form	Click on the place in each of these paragraphs where indentation belongs.	

2.3.1 - Satisfying Sentences - The Hook - Topic Sentences

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Topic Sentences I	Click on the best topic sentence for this paragraph.	Understand the purpose of a topic sentence and choose a proper topic sentence for a given paragraph.
Topic Sentences II	Click on the correct summary for this sentence.	
Topic Sentences III	Click on the answer that describes the main point of the topic sentence above it.	
Topic Sentences IV	Click on the correct answer about the topic sentence.	

2.3.2 - Satisfying Sentences - The Hook - Openings and Closings

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Creating Openings	How does the writer grab your attention with this opening?	Understand and identify effective opening and concluding sentences.
Tired Openings	Is this a tired opening?	
First Impressions	Click on the opening that is interesting and wants to make you read more about the story.	
Concluding Sentences	Is this a good concluding sentence for a paragraph with this topic sentence?	

3.1 - Supporting Details - Ideas

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Brainstorms - Getting Ideas	Click on the two words in this brainstorm that do not fit with the topic.	Identify sets of connected words.
Brainstorms - More Ideas	Click on the two words from this brainstorm that fit with the topic.	

3.2 - Supporting Details - Sorting

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Sorting I	Place these brainstorming ideas into the proper categories - "Things You Can Do in Winter" or "How Winter Looks and Feels."	Sort words and pictures into categories based on real world experience.
Sorting II	Sort these sentences in the order in which the events happen.	
Sorting III	Look at these pictures and click on the picture that does not belong.	
Sorting IV	Look at these pictures and decide which two pictures go with the label.	
Sorting V	Sort these items into the three categories - "Need to Take" or "Nice to Have" or "Don't Need."	

3.3 - Supporting Details - Adding Details

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Adding Details I	Match the situation on the left with the supporting detail on the right.	Choose correct additional details for a given event.
Adding Details II	Arrange these details in the order in which they should be presented in a paragraph.	
Adding Details III	Match the sentence on the left with supporting details on the right.	

3.4 - Supporting Details - Fact or Opinion?

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Fact or Opinion? I	Does this statement express an opinion?	Understand whether a statement expresses fact or opinion.
Fact or Opinion? II	Does this statement express a fact?	
Fact or Opinion? III	Sort the statements into points that support the statement and points that do not support the statement.	Determine whether a fact supports a given statement.
Fact or Opinion? IV	Click on the one fact that does not support this statement.	
Fact or Opinion? V	Match the topic on the left with the person on the right with the best experience to express an opinion on the topic.	Understand real world applications of opinion.

3.5 - Supporting Details - Power Words

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Comparing Adjectives I	Sort the adjectives into the correct categories - comparative or superlative.	Identify whether a given adjective is comparative or superlative.
Comparing Adjectives II	Click on the correct adjective for this sentence.	Choose the correct adjective for a given sentence.
Picture Perfect - Similies I	Click on the word on the list to complete each of the sentences.	Understand and complete given similies.
Picture Perfect - Similies II	Does this comparison make sense?	
Strong Verbs I	Click on the powerful verb from the list to replace "said" in each of these sentences.	Choose the correct verb for a given sentence.
Strong Verbs II	Choose the correct verb for each sentence.	
Subject and Verb Must Agree I	Type the correct verb in the blank.	Understand subject-verb agreement and choose the correct verb to make them agree.
Subject and Verb Must Agree II	Does this sentence have a subject and a verb that agree with each other?	

4.1 - Checking it Twice - What Are You Looking For?

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
What Are You Looking For?	Click on the correct answer - miscellaneous editing questions.	Understanding of the basic principles and tools of editing.

4.2 - Checking it Twice - Checking Quotes

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Checking Quotes I	Click where the quotation marks should go.	Place quotation marks where required in a given sentence.
Checking Quotes II	Retype this sentence adding quotation marks in the correct places.	

4.3 - Checking it Twice - Perfect Punctuation

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Perfect Punctuation I	What kind of sentence is this - exclamatory, interrogative or declarative?	Place punctuation marks where required in a given sentence.
Perfect Punctuation II	Retype this sentence with the correct punctuation marks.	
Perfect Punctuation III		

4.4 - Checking it Twice - Careful Capitals

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Careful Capitals I	Check each sentence and click on the places that need capital letters.	Capitalize words where required in a given sentence.
Careful Capitals II	Retype the sentence so that capital letters are used properly.	

4.5 - Checking it Twice - Strong, Descriptive Words

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Strong, Descriptive Words I	Type the best action verb for each sentence.	Choose an appropriate action verb for a given sentence.
Strong, Descriptive Words II	Click on the two descriptive adjectives for each word.	Match a given word with appropriate adjectives.
Strong, Descriptive Words III	Click on the adjectives in each sentence.	Choose an appropriate adjective for a given sentence.
Strong, Descriptive Words IV	Click on the adverbs in each sentence.	Choose an appropriate adverb for a given sentence.

4.6 - Checking it Twice - Is That A Sentence?

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Is That A Sentence? I	Click on the subject in each of these sentences.	Identify the subject in a given sentence.
Is That A Sentence? II	Is this a complete sentence?	Determine whether a given sentence is a complete sentence or not.
Is That A Sentence? III	Arrange these words to make a sentence.	Form a sentence from given words.
Is That A Sentence? IV	Click on the compound sentence.	Identify a compound sentence.
Is That A Sentence? V	Is this group of words a run-on sentence?	Determine whether a given sentence is a run-on sentence or not.

4.7 - Checking it Twice - Perfect Paragraphs

ACTIVITY NAME	INSTRUCTION	REQUIRED SKILLS
Perfect Paragraphs I	Which sentence does not belong in this paragraph?	Construct a perfect paragraph by adding or subtracting given sentences.
Perfect Paragraphs II	Put the sentences in the correct order so that they make a good paragraph.	