

**GREENHILL ACADEMY PRIMARY SCHOOL**  
**P.5 ENGLISH NOTES**

**Write the notes in your exercise books and attempt all the activities.**

**Please practice handwriting by writing these letters.**

a a a a a

e

i

o

u

b

c

f

## ENGLISH COMPOSITION NOTES

### **Pre-composition exercise**

**Arrange and punctuate the addresses below correctly.**

### **Illustrate these on envelopes**

1.   kampala  
      p.o box 7490  
      the head teacher  
      greenhill academy
  
2.   c/o okeny peter  
      dikiiki atkins  
      p.o box 30  
      soroti
  
3.   masaka  
      twinamatsiko rogers  
      p.o box 100  
      Masaka United Growers
  
4.   the manager  
      masindi  
      salt and light company ltd  
      p.o box 12444

## ENGLISH GRAMMAR NOTES

### **THE FUTURE SIMPLE TENSE**

1. This tense is used to show what will happen in the future.

It is also used to express predictions and promises.

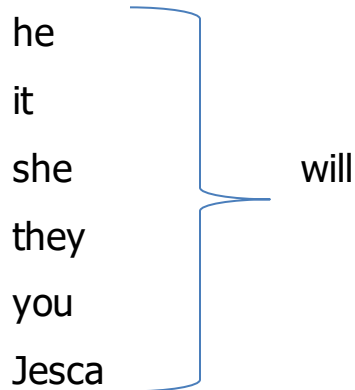
#### **Example**

a) She will become a postmistress in future. (predict)

b) I will send you a postcard. (promise)

2. We form the future simple using 'will', 'shall' r 'going to'

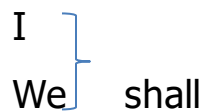
3. 'Will' is used with nouns and the following pronouns.



#### **Note**

'will' is used with 'I' and 'we' when making promises.

4. 'shall' is used with 'I' and 'we'



#### **Note**

'Shall' is used after 'he', 'she', 'you', etc in case of laws, rules and regulations.

#### **Examples**

a. He shall be punished for stealing the parcel.

b. The police shall arrest the criminal.

5. We can use 'going to' instead of 'will' and 'shall'

## **Examples**

- a. It will rain this afternoon.  
It is going to rain this afternoon
- b. We shall talk to the telephone operator.  
We are going to talk to the telephone operator.

## **Activity**

### **Use ..... going to ..... in each sentence below**

- 1. I shall fix the stamps on the envelope before posting the letter.
- 2. My brother will receive the money order at 8:00am.
- 3. The messenger will check the letter box later.
- 4. You will write your letter on an aerogramme.
- 5. She will open the private box when she goes to the post office.
- 6. We shall send telegrams to our pen friends next week.
- 7. They will pick their parcels from the post office tomorrow.
- 8. Our school will buy a directory.
- 9. They will register their letters next week.
- 10. That letter will get lost if it is not addressed correctly.

## **THE PASSIVE OF THE FUTURE SIMPLE TENSE**

It is formed as follows;

will be + past participle

shall be + past participle

is going to be + past participle

## **Examples**

- a. Joshua will send a registered letter.  
A registered letter will be sent by Joshua.

- b. We shall pick the parcels tomorrow.  
The parcels will be picked by us tomorrow.
- c. Who will invite the postmaster to our school?  
By whom will the postmaster be invited to our school?

### **Activity**

#### **Change these sentences into passive voice**

1. The postman will deliver the aerogramme.
2. Who will envelop these letters?
3. Solomon will buy tokens at the post office.
4. Mrs. Kikere will teach us how to address letters.
5. Who will pay for the postage of this mail?
6. Daria will ring the bell at break time.
7. The courier will wear a new uniform.
8. Will Jonah pay for the box rental?
9. I shall buy several stamps next week.
10. They will sort these letters later.
11. Will Divine mail our letters tomorrow?

#### **Rewrite the sentences into active voice**

12. By whom will the fax be signed?
13. Will the package be wrapped by me?
14. Will the money order form be filled by Nicole?
15. Kasirye will be helped by Abiriga.
16. The parcel will be weighed by Ann before it is sent.
17. Your letter will be lost by Sasha.
18. You will be given a receipt by the cashier.
19. Old postage stamps will be collected by us.
20. The most expensive envelope will be bought by Faiza.

## **ENGLISH COMPOSITION NOTES**

### **LANGUAGE STRUCTURE NOTES**

#### **CONJUNCTIONS**

Conjunctions are words that join sentences together.

#### **Examples**

but	.....so as....	.....too...to
because	.....neither...nor	...such that...
and	.....either...or	....in order to...
though	....so that .....	..as soon as....

#### **The use of either.... or**

1. 'Either ...or' is used to show a choice of two things.  
It is used in affirmative sentences.  
e.g Musa will write a letter. Musa will send a telegram.  
Muse will either write a letter or send a telegram.
2. If the verb in the two sentences to be joined by this structure is the same, the structure comes after the verb.  
e.g She will buy an envelope. She will buy an aerogramme.  
She will buy either an envelope or an aerogramme.
3. The second subject affects the verb in case the sentence has both a singular and a plural noun.  
e.g The children have booked the tickets. The teacher has booked the tickets.  
Either the children or the teacher has booked the tickets.

### **Rewrite the following sentences using Either .... or / either...or...**

1. I am going to send a fax. I am going to send a telegram.
2. We shall invite the postmaster to our school. we shall invite the postman to our school.
3. Aaron wants to buy a postage stamp. He wants to buy telephone tokens.
4. The pedestrians have been injured. The motorists have been injured.
5. Henry will send the money by money order. Henry will send the money by mobile money.
6. Faridah will talk to him on phone. She will send him a registered letter.
7. Kevin will buy the directory on Monday. Kevin will buy the directory on Friday.
8. Mr. Ogutu will fix the stamp on an envelope. He will fix it on an aerogramme.
9. The boys will send parcels. Mummy will send parcels.
10. Daisy likes watching movies. Daisy likes watching cartoons.
11. If Pulkol doesn't pick the letter himself, he will send someone to pick it.
12. If Hawa doesn't write an official letter, she may write a personal letter.
13. You can spell the words. You can write the words.
14. If she doesn't use the school address, she will use the home address.
15. The postman may deliver the parcels. The postman may deliver letters.

### **The use of 'might'**

1. 'Might' is the past tense of 'may' and the negative form of might is 'might not' / 'mightn't'.
2. The use of 'might' when we want to say that it is possible something will happen or there is a willingness of somebody doing something in future.

## **Example**

1. He is likely to send the letter by Expedited Mail Service.  
He might send the letter by Expedited Mail Service.
2. Mary will probably receive the parcel next week.  
Mary might receive the parcel next week.

## **Activity**

### **Rewrite the sentences using 'might'**

1. Karen is likely to change her address.
2. Musa will probably get a prominent job at the post office.
3. We shall learn about registered mails tomorrow.
4. Kasiita is possibly going to buy a directory.
5. Perhaps Alice is not feeling well.
6. I think my letter is lost.
7. The journalist is thinking of writing an article about the post office.
8. There is a possibility of George reaching his destination in time.
9. Ojok is likely to buy an aerogramme.
10. The girls will perhaps buy envelopes.
11. We are planning to buy a directory.
12. Alice will get a money order tomorrow.
13. Hassan is thinking of sending a telegram.
14. Tasha will probably forget to lock the private box.

### **The use of 'unless'**

- a. We use 'unless' to mean 'if not'
- b. 'Unless' is used to show that something can only be true or happen if a certain condition is fulfilled.



- c. If a sentence begins with 'unless' a comma is used.
- d. The clause with 'unless' should not contain 'not' since unless means 'if not'

### **Examples**

- 1. If you do not buy telephone tokens, you will not make a phone call.  
Unless you buy telephone tokens, you will not make a phone call.  
You will not make a telephone call unless you buy telephone tokens.
- 2. We shall not go to the post office if the teacher does not give us permission.  
We shall not go to the post office unless the teacher gives us permission.  
Unless the teacher gives us permission, we shall not go to the post office.

### **Activity**

#### **Rewrite the sentences using .....unless.....**

- 1. You will not get her telephone number if you don't check in the directory.
- 2. She will not post the letter if she doesn't go to the post office.
- 3. If you don't send a telegram, the message will delay.
- 4. You cannot receive the parcel if it is not addressed to you.
- 5. He will not attend the party. You shall send him an invitation card.
- 6. Jane's parcel will get lost. She must label it properly.
- 7. Martha will find the post office closed. She will go early.
- 8. If you don't pay for the postage of the letter, it won't be delivered.
- 9. She will not catch the post bus if she doesn't wake up early.
- 10. Jasmine will not post the letter if you do not envelop it.

#### **Rewrite the sentences beginning Unless.....**

- 11. If Birabwa does not send a letter, she will not receive a reply.
- 12. If you don't pay your box rental, you will not be given a key.
- 13. If Suzan doesn't go to the post office, she won't mail her letter.

14. You will not get a job if you don't pass the interviews.
15. Your package will not be delivered. You should pay for it.
16. Letters will go to wrong address if you don't sort them properly.
17. If you don't give me your address, I will not write to you.
18. If Sarafina does not get money, she will not pay for the box rental this month.
19. I shall not send the money if I don't fill the money order form.
20. Address your letter correctly or else it will get misplaced.

## **ENGLISH COMPREHENSION NOTES**

### **Pre-comprehension activity**

#### **Complete each of the sentences using a correct conjunction**

1. Mrs. Buwembo will buy either an envelope \_\_\_\_\_ an aerogramme.
2. Joan received a registered mail \_\_\_\_\_ Ainta did not.
3. \_\_\_\_\_ the postmaster nor the postman was at the post office today.
4. \_\_\_\_\_ you sign your letter, we shall not know the sender.
5. Kakama received neither a fax \_\_\_\_\_ a telegram.
6. She sealed the envelope \_\_\_\_\_ the letter could not get lost.
7. It is \_\_\_\_\_ late for you to go to the post office now.
8. Ivan did not reply to Cindy's letter \_\_\_\_\_ she forgot to write her address.
9. It is \_\_\_\_\_ a big parcel that it cannot fit in this box.
10. \_\_\_\_\_ as Wendy received a post card, she opened it hurriedly.

## **Activity**

**Study the information on this money order and answer the questions about it in full sentences**

POSTA UGANDA

POSTA UGANDA

POSTA CASH INSTANT MONEY TRANSFER SENDING FORM

A FAST, SAFE AND EASY WAY TO SEND MONEY

Date 8<sup>th</sup> June, 2020

Transaction ID Number 2901

Sender's Details;

First Name Fatumah

Surname Anzio

Address P.O Box 167, Arua

Telephone number 0772669354

Amount to be sent shs 100,000

Receiver's Details;

First Name Jackie

Surname Aheebwa

Address P.O Box 566, Rwakiura

Telephone number 0712543217

Amount to be sent shs 100,000

## **Questions**

1. Who sent the money?
2. How much money was sent?
3. To whom was the money sent?
4. When was the money sent?
5. At which post office should Jackie Aheebwa collect the money?

6. What is the identification number for Fatumah Anzio?
7. Which telephone number does Fatumah Anzio use?
8. Which telephone number should one call to contact Jackie?
9. When did Jackie receive the money?
10. Write shs. 100,000 in words.
11. Write P.O Box in full.

### **Activity**

Obua Daniel is a lorry driver. He sent money to his aunt, Naluyima Mary by money order. Use this information to answer the questions that follow in full sentences.

Amount order: shs. 200,000  
Payable at Kampala Main post office  
Sent to: Naluyima Mary  
Postal Address: P.O Box 23, Kampala  
Post office: Busunju  
Sender's name: Obua Daniel  
Postal Address: P.O box 99, Busunju

### **Questions**

1. How much money did Naluyima receive from the post office?
2. Who sent the money to Naluyima?
3. From which post office did Mary receive the money?
4. To whom was the money sent?
5. Write P.O in full.
6. In which district does the sender stay?
7. Whose post office box is 23?
8. In which district can one find Naluyima Mary?

9. What is Obua's occupation?
10. How is Obua related to Naluyima?
11. Write 23 in words.
12. What is shs. in full?