**INTERPUNKCIA**

**Apostrof :**− v skrátených tvaroch: can’t, don’t, doesn’t, didn’t, he’s got, where’s, what’s  
− v privlastňovacom páde: the girl’s father, the girls’ bags, children’s coats, Charles’s/  
Charles’ wife, three miles’ walk, mum and dad´s car, Tom Jones’s first album, Jesus’s disciples (noun ending in s just add - ´s), BUT: in 90s, 1980s,

**Dvojbodka:**  
− pri vymenovávaní: We need three kinds of support: economic, moral and political.

**Čiarka oddeľuje:**− viacnásobné vetné členy: I went to Spain, Austria and Germany. The cowboy was tall, dark  
 and handsome.  
− vedľajšiu vetu v podraďovacom súvetí: If you are ever in London, come and see us. (ale   
 Come and see us if you are ever in London.)  
− vzťažné vety (non-defining): Mrs Smith, who was sitting behind the reception desk, gave Peter a big smile. ALE (defining): The woman who was sitting behind the reception desk  
gave Peter a big smile.)  
 − uvádzaciu vetu v priamej reči: ‘I’m a bit tired,’ said Julia.

1. subject +reporting verb at the beginning: John said**, ”W**e´re late.” (capital letter W)
2. direct speech --- subject +reporting verb: “We´re late**,”** John said. (NOT “We´re late**”,**  John said.)

− výrazy however, nevertheless: My father, however, didn’t agree. Nevertheless, he continued to compose

music.

− číslice v číselných výrazoch: 5,678; 1,006,823 (ale 3.12 – three point one two)   
− štruktúru formálneho prejavu: To begin, I would like to introduce my colleagues.  
**Bodka v nepriamej otázke**: I asked her what time it was.  
**Výkričník v zvolacích vetách**: What a wonderful dress! How lovely it is!  
**Úvodzovky (Question marks)**: “Have you got a light?” the girl asked him. How ‘green’ are you?

**Interpunkčné znamienka Punctuation marks:**

statement “The shops close at 7 tonight.”

question “Do the shops close tonight?“

command “Shut the window!“

exclamation “What a slow train this is!”

**Spojovník**: twenty-five, grown-ups  
**Písanie veľkých písmen**:  
− vlastné mená osôb, národností, jazykov, krajín, zemepisných názvov: John, Smith, Slovak,  
English, the Slovak Republic, the United Kingdom, the Thames, the Rocky Mountains  
 − názvy dní, mesiacov, vyučovacích predmetov, sviatkov: Monday, July, Mathematics,  
History, Christmas, Easter  
 − adresy: 8 High Street, 76 King’s Lane

**Exercises:**

**Apostrophe:**

1. This is ........... book. (Peter)
2. Let's go to the ............. (Smiths).
3. The ....................room is upstairs. (children)
4. ................sister is twelve years old. (John)
5. ................................. school is old. (Susan and Steve)
6. ..............shoes are on the second floor. (men)
7. My ....................... car was not expensive. (parents)
8. ................. CD player is new. (Charles)
9. This is the ............bike. (boy)
10. These are the ...........pencils. (boys)

**its or it´s :**

1. \_\_\_\_\_ about time you showed up!
2. It was \_\_\_\_\_ first time out of the cage.
3. \_\_\_\_\_ feet were covered with sand.
4. Get up, \_\_\_\_\_ time for school.
5. I’m glad to see you; \_\_\_\_\_  been a long time.
6. \_\_\_\_\_ important to study hard for tests.
7. The bear protected \_\_\_\_\_ cubs.
8. \_\_\_\_\_ my turn to go down the slide.
9. The dog felt great with \_\_\_\_\_ new hair cut.
10. \_\_\_\_\_ too late to eat dinner.
11. My car is old and \_\_\_\_\_ paint is peeling.
12. The bird realized that the wind had blown \_\_\_\_\_ nest away.
13. The game came to \_\_\_\_\_ conclusion.
14. Turn down the music, \_\_\_\_\_ hurting my ears.

**Comma:**

**Decide whether there must be commas (,) in the blanks or not**

  1. This swimming pool is for people**\_** who can't swim very well.

  commas        no commas

2. Martha**\_** who is a very good student**\_** won first prize in Maths.

 commas         no commas

3. Laura likes the necklace**\_** that her parents gave her.

 commas         no commas

4. My back**\_** which had hurt all day**\_** was still painful that evening.

 commas         no commas

5. James is someone**\_** who always tries to do well at everything.

 commas         no commas

6. My neighbour Simon**\_** who is very intelligent**\_** teaches Physics.

 commas         no commas

7. We took the train to Paris**\_** which is a city I love.

 commas           no commas

**Punctuation:**

1.John´s in a hurry

2.Have you been out

3.Where are my glasses

4.What a surprise

5.It´s unbelievable

6.Tell me what happened

7.What a noise

8.I´m waiting for a bus

9.Stop

10.Keep quiet

11.Have a cup of coffee

**Quotation marks**

1. Where do you come from John asked
2. It´s here Bill said
3. What´s the time Andrew asked
4. Bill said I´m hungry
5. Which way did they go he asked
6. She´s ill Tom said
7. Tom said she´s ill
8. We´re late Tom said
9. What a surprise she exclaimed

Answers:

1. This is Peter´s book.
2. Let's go to the Smiths'.
3. The children's room is upstairs.
4. John's sister is twelve years old.
5. Susan and Steve's school is old.
6. Men's shoes are on the second floor.
7. My parents' car was not expensive.
8. Charles's CD player is new.
9. This is the boy's bike.
10. These are the boys' pencils.

**Answers:**

1. It’s about time you showed up!
2. It was its first time out of the cage.
3. Its feet were covered with sand.
4. Get up, it’s time for school.
5. I’m glad to see you; it’s been a long time.
6. It’s important to study hard for tests.
7. The bear protected its cubs.
8. It’s my turn to go down the slide.
9. The dog felt great with its new hair cut.
10. It’s too late to eat dinner.
11. My car is old and its paint is peeling.
12. The bird realized that the wind had blown its nest away.
13. The game came to its conclusion.
14. Turn down the music, it’s hurting my ears

**Commas**

* 1. no commas
  2. commas
  3. no commas
  4. commas
  5. no commas
  6. commas
  7. commas

**Punctuation**

.??!!.!.!!!

**Quotation marks**

1. “Where do you come from?” John asked.
2. “It´s here,” Bill said.
3. “What´s the time?” Andrew asked.
4. Bill said, “I´m hungry.”
5. “Which way did they go?” he asked.
6. “She´s ill,” Tom said.
7. Tom said, “she´s ill.”
8. “We´re late,” Tom said.
9. “What a surprise!” she exclaimed.