

The Grammar Roadshow (one day)

Grammar matters.

In a recent Royal Mail survey, nearly a third of people questioned said they wouldn't buy products or services from companies that used poor spelling or grammar. Result: £41 billion in lost sales. (Was that a sentence?)

This enjoyable day opens the doors to the exciting world (yes, really) of English grammar. Spend the morning on a (non-alcoholic) pub quiz, and the afternoon applying your knowledge to develop stylish writing.

Discover how to get it right – and how much you already know.

Don't be scared. It's fun!

Objectives

As a result of attending this workshop, you will be able to:

- identify parts of speech and understand how they work;
- structure sentences more clearly;
- identify the four features of effective paragraphs;
- punctuate more confidently;
- resolve a range of grammatical controversies; and
- spell more confidently.

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Outline programme

Why grammar and punctuation matter

What is grammar?
Who makes the rules?
Changes in a living language

Common confusions and old chestnuts

Subject and verb agreement
Pronoun problems
How to use capital letters
'And' and 'but' revisited
'That' and 'which'
Hanging prepositions, dangling participles and split infinitives
Words misused

From grammar to style

Parts of speech – what they are and how to recognize them
Sentences – holding the words together
Paragraphs – creating units of meaning
Finding the right words

The role of punctuation

Punctuating before 'and' and 'but'
A review of punctuation marks

The Spelling Quiz

'i' before 'e'? (Always?)
-ible or -able?
-ise and -ize
The top 20 misspelt words in English
UK and US spelling clarified
Words often confused
Quickfire spellings

Where to go for more

Books and other resources