

STEP BEYOND[®]

English A

READ
write
publish



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and Görel Hydén

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For teachers'
Inspection Only

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Greeting

Come to our fancy-dress party!

Dear Sonia and Sammy,

You are invited to our fancy-dress party.

Dress up as your favourite story hero.

The party is from 2.00 p.m. to 5.00 p.m.
on Saturday the 7th of June
at our home (10 Angel St, Kent Town).

We hope you can come.

Angela and Lucas

Numbers:

dates and
addresses

**Shortened
words**

Sonia and Sammy
15 Rose Road
KENT TOWN 5555

Thank you!

Dear Angela and Lucas

Thank you for inviting us to your party.
We had a great time dressing up.
Your hero theme was good fun.

Best wishes,
Sonia and Sammy

S & S
15 Rose Road
KENT TOWN 5555

Angela and Lucas
10 Angel Street
KENT TOWN 5555

Reading and Understanding

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Understanding

1

Who is having the party?

2

How do you know that it was a good party?

3

What would you wear to this party?

4

Why is it a good idea for Sonia and Sammy to write a thankyou letter?



Writing Project

1. Ideas

a) Pretend you went to the fancy-dress party.

Write a thankyou letter to Angela and Lucas.

b) Think of the last time someone gave you a gift.

Write a thankyou letter.

2. Planning

a) Find out the address of the people you are writing to.

b) Find out how to spell their names.

c) Think about what you are going to say.

List some words you will use.

Writing Project

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Look it up

Greetings and closes

Greetings are words you use to begin a letter.

Closes are words you use to end a letter.

- Look up *letter writing* in your *MARTIN'S Picture Dictionary*.
- Make a list of greeting and closing words and write them in your personal word book.
- Choose a greeting and a close for your thank you letter.

3. Writing a draft

Write your letter on the worksheet.

Use paper or a computer.

Thank you! Dear _____ Thank you for _____ _____ _____ _____ _____ _____
_____ _____ _____ _____ _____ _____



* Hints

- It is a good idea to tell the person something you specially enjoyed. It makes the person feel that you really had a good time.
- It is not a good idea to say what you did not like. This would make the person feel bad.

4. Checking

a) Check the spelling of words you used in dates.

b) Ask friends to read your letter.

Ask how they would feel if they got a letter like that.

Writing Skills

1. Capital letters

Read the letters on page 12. Look for words that begin with capital letters.

Here are some examples:

Sammy Road Saturday

Write the words with capital letters under the right headings below.

People's names	Place names	Days and months

Check your writing to see if you used capital letters for names of people, places, days and months.

2. Shortened words

In the invitation, there are some shortened words called 'abbreviations'. These abbreviations are used in addresses and times.

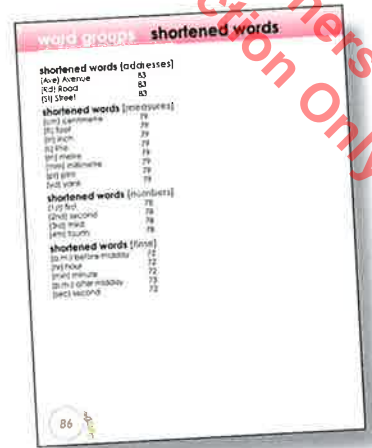
Here are three examples:

St p.m. 7th

Check the addresses and shortened words in your writing project. Did you spell them the right way?

Look up *shortened words* in your *MARTIN'S Picture Dictionary*. Find out what these abbreviations mean.

Rd St a.m. p.m. 1st 2nd 3rd 4th



Word Study

1. Topic words

Dates

Look up *days and months* in your *MARTIN'S Picture Dictionary*.

- Write the names of the months in your personal word book.
- Write the days of the week too.



2. Spelling

Word endings (-ing)

In the invitation, the word *invite* is used with different endings.

invited inviting

When **-ing** is added to a word that ends with the letter *e*, the *e* is usually dropped.

invite inviting write writing

Add **-ing** to these words.

like ride dive eat dress joke

In your writing, did you use words that end with **-ing**. Check the spelling of these words.