

# SESSION PLAN



Course: Bridging the Gap
Tutor Linda Cook/Jo Merry
Session Title: sentence structure and punctuation
Session No/Date: 7
Session Time: 4 -6 Location Room 38



## Aims

**To be able to use construct simple and compound sentences and understand the use of some punctuation marks**

Objectives: By the end of the session students will be able to:

- State the structure of simple and compound sentences
- Use apostrophes, brackets, hyphens and capital letters correctly in their writing

Specific Health and Safety Issues for this session. Risk Assessment completed Yes/No

Please see Risk Assessment and Health & Safety Guidelines displayed per classroom. Specific risks in relation to individual students and other risks that fall outside of that listed on Scheme of work should be identified here.

**Specific Individual Learning Needs notes (Please enter number of learners against categories. If applicable):**

**Dyslexia**     **Emotional Difficulty:**     **Learning Disability:**     **SLDD**     **Other:**

Learning Support Provided  
Learning Support Assistant (Name):  
Learning Support Activity:

Knowledge and Skills Required for Session including communication and number skills

Some knowledge of the expected literacy/IT skills required of ITT courses  
Literacy skills at Level 2  
Ability to contribute to discussions and identify key points

Functional skills	Time	Learning Activity/Method	Assessment	Resources
Use a range of sentence structures/ punctuate accurately using commas, apostrophes and inverted commas	4.00	<b>Tutorial time</b>		
	4.15	<b>Recap previous sessions and explain objectives for this session</b>		Objectives on board
	4.20	IT – Key Skills recording documents and individual discussion about portfolios		
	5.00	<b>Sentences</b> What do we know about sentences?	Q&A	
		<b>Input</b> – explain the structure of simple and compound sentences		Info on board
	5.15	<b>Task</b> - identify the non-sentences/simple and compound from those in a given list. Extension task – identify the subject of the sentence. Feedback	Observation /formative task	List on board
	5.30	<b>Capital letters</b> – input /handout and exercise on board – individuals replace the capitals in a text .  <b>Apostrophes</b> – input on two reasons for using them Examples on board – individuals replace the apostrophes	“	Handout Board exercise  Handout Board exercise
	6.00	<b>Brackets /hyphens</b> – input and individuals complete worksheets if time	Completion of tasks	Worksheets
6.10	Recap and end			