DOCUMENT RESUME

ED 288 681 RC 016 489

AUTHOR Barabe, Rosemeri; And Others

TITLE PATHWAYS: An Adult Basic Skills Writing Workbook,

Affiliation of Arizona Indian Centers, Inc., INSTITUTION

Phoenix.

Office of Elementary and Secondary Education (ED), SPONS AGENCY

Washington, DC. Indian Education Programs.

PUB DATE

GRANT

G008420037; G008G10079

NOTE 62p.; For related documents, see ED 254 362 and RC

016 482-493.

AVAILABLE FROM Affiliation of Arizona Indian Centers, Inc., 2721

North Central Avenue, Suite 814, Phoenix, AZ 85004

(\$4.75 plus shipping and handling).

Guides - Classroom Use - Materials (For Learner) PUB TYPE

(051)

EDRS PRICE MF01 Plus Postage. PC Not Available from EDRS. DESCRIPTORS

*Adult Basic Education; Adult Education; Adult

Literacy; American Indian Culture; *American Indian Education; Basic Skills; *Literacy Education; Reading Instruction; *Reading Skills; Relevance (Education);

Sequential Approach; Units of Study; *Workbooks; Writing Instruction; *Writing Skills

IDENTIFIERS Culture Based Curriculum; *PATHWAYS Curriculum;

United States (Southwest)

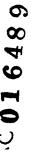
ABSTRACT

This level I (third grade equivalent, 2.7-3.9 readability) student workbook is part of an adult basic education series utilizing Southwestern American Indian myths, legends, history, and information on religious beliefs, architecture, fine arts, and social practices. Each lesson teaches a reading/writing skill with a presentation section explaining the concept and providing examples and a practice section of exercises requiring application of the skill/concept. A post-test is included for each unit to measure student mastery/progress. A glossary covering all literary, grammatical, and technical terms is provided to help students with word usage and vocabulary development. Units cover parts of speech (common and proper nouns, singular and plural nouns, pronouns used as nouns, simple verb tenses, articles, descriptive adjectives), simple sentence structure, punctuation (period and question mark), capitalization, and practical writing of personal information. (NEC)

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PATHWAYS

AN ADULT BASIC SKILLS WR!TING WORKBOOK LEVEL I

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Phoenix, Arizona

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PREFACE TO THE STUDENT

This workbook has been written to help you learn to read and write better. You can enjoy these skills whether you are at home, at school, or at work.

In the workbook, you will be reading and writing about Southwest Indian tribes and their exciting and colorful ways of life. This may be a little different from the usual classroom books because it is mainly about Indian cultures and things that you may find interesting.

The workbook is set up in parts called units. Each unit has lessons and exercises. There are rules on how to do the lessons and they are given at the beginning of each lesson. You need to read the rules and follow the examples. Your instructor will help you along with the lessons and will check your answers to the workbook questions. At the end of each unit, there is a test called the post-test. This test is a review of what was given in the lessons as the skill to be learned. It helps you and your instructor know how well you are doing from unit to unit.

At the back of the book, there is a list of words and what they mean. This list is called the glossary. It is there to help you build your word usage.



ACKNOWLEDGEMENTS

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Sincere appreciation is extended to the following staff who contributed to the development of this book: Joy Hanley for overall direction; Katherine W. Arviso and Doreen Duncan, for editing and coordinating the final printing of the book; Robi Salazar for technical assistance; Violet McIntosh and Elizabeth Cruz for typing final version; Vina Montour for typing first draft and Ken Duncan for his artistic ability in providing the art illustrations. Special thanks go to all those who had a part in getting this book published.



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I TIND





I. PARTS OF SPEECH

A.1. Common and proper nouns

COMMON NOUNS

You first started to talk when you were a baby. You looked around and said something like, "Mamma ... ball ... water." These words are the names of the people, places, and things you saw. Words like these are called **nouns**. Every noun names a person, place, or thing.

A noun can name a person:

man, woman, grandmother, chief, dancer, teacher

A noun can name a place:

mesa, canyon, reservation, desert, city, town

A noun can name a thing:

sand, hogan, rain, truck, sheep, night, day, month

Can you find the nouns in this sentence?

The boy chased the rabbit out of the garden.

Did you choose boy, rabbit, garden? Good!

boy is a person rabbit is a thing garden is a place

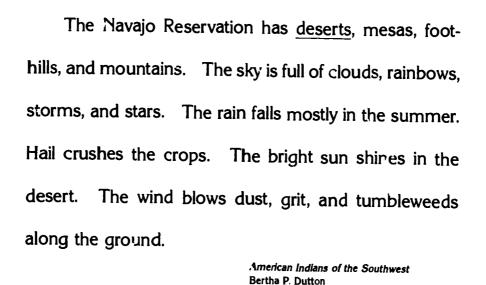
All of these nouns are called **common nouns**. A common noun names any person, place, or thing.



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I.A.1. Common and proper nouns

Put a line under all the common nouns in this story. There are 20 common nouns. The first one has been done for you.





I.A.1. Common and proper nouns

PROPER NOUNS

Now, when you were born, you were a baby, and that is a noun. You were a boy or a girl and they are nouns, too. But you were given a special name. You were given a name like Guy, or Melvin, or Susan, or Arlene. These special names are also nouns. They are called proper nouns. All names of one person, or group of people, place, or thing are proper nouns.

Person: Raymond Little Deer is a person. Group: Navajos are a tribe of people.

Place: **Phoenix** is a city. **Arizona** is a state.

Thing: The **Gila Rive**r is a river. **Tuesday** is a day of the week.

Proper nouns (names of people, places, and things) always start with a capital letter.

There are four proper nouns in the story below. Put a line under only the proper nouns.

The San Francisco Peaks are very sacred to the Hopis. The peaks are north of Flagstaff, Arizona. Another place special to the tribe is the Grand Canyon.

The Kachinas Are Coming Gene N. Hodge

So, you see, a <u>common noun</u> names **any** person, place, or thing. A <u>proper noun</u> names **one** special person, place, or thing.



I.A.1. Common and proper nouns

In the sentences below, there are both kinds of nouns. Write the proper noun on the blank line under Proper Noun. Write the common noun on the blank line under Common Noun. The first one has been done for you.

	Proper Noun	Common Noun
 The Grand Canyon has a visitor center. 	Grand Canyon	center
2. Casa Grande is in the desert.		
3. Desbah is my grandmother.		
Pueblo Bonita was an old village.		
5. A Mustang is a car.		
6. Dr. Romero is a woman.		
7. December is my favorite month.		
8. Ira Hayes was a war hero.		
9. Tohono O'Odham is the name of a tribe.		
10. The Hopi Tribe has a new school.		



Singular nouns

As you learned, nouns name people, places, and things. Nouns can name one thing at a time, like

one <u>truck</u> a <u>rabbit</u>
one <u>boy</u> the <u>canyon</u>

These nouns are called **singular** nouns. They name one single person, place, or thing.

Plural nouns

Nouns can also name more than one person, place, or thing at a time. These are called **plural** nouns. They refer to more than one person, place, or thing. Often, to make a plural noun, you just add -s to the singular noun.

Singular + \underline{s} = Plural truck + s = trucks boy + s = boys rabbit + s = rabbits canyon + s = canyons

This is the way you make most singular nouns plural.





Now, you add the s to the singular nouns listed below to make them plural. Write the plural noun in the blank space.

	<u>Singular</u>	<u>Plural</u>
1.	arrow	
2.	cloud	
3.	hawk	
4.	tree	
5.	horse	
6.	blanket	
7.	bead	
8.	eagle	
9.	pencil	
10.	car	







Here are special rules for making some singular nouns plural.

RULE # 1: When a noun ends in s, ss, ch, sh, z, or x, you add es to make it plural.

Now, you try some. Add **es** to the nouns below. Write the plurals on the line.

	<u>Singular</u>	Plural
1.	peach	
2.	box	
3.	wish	
4.	glass	
5.	mix	
6.	class	



RULE #2: When a noun ends in y that comes after a vowel (a, e, i, o, u) just add s.

valley
$$+ s =$$
valleys day $+ s =$ days

BUT, if a word ends in y after a consonant, change the y to i and then add es.

Now, you try some. Remember the rule!

	Singular	j	Plural
1.	puppy		
2.	key		
3.	story		
4.	berry		
5.	lily		
6.	fly		



RULE #3: Some nouns end in o. When o comes after another vowel (a, e, i, o, u), add s.

$$stereo + s = stereos$$

But, when o comes after a consonant, you add es.

$$tomato + 3 = tomatoes$$

Now, you try some. Remember the rule.

	Singular	<u>Plural</u>
1.	radio	
2.	hero	
3.	potato	
4.	rodeo	
5.	echo	
6.	banjo	

There are some exceptions to Rule #3. Look in a dictionary if you are not sure about making a plural.



Here are some other special nouns. Some nouns are the same in the singular and plural. The spelling does not change.

Singular	Plural
fish	fish
deer	deer
trout	trout
swine	swine
elk	elk
moose	moose
sheep	sheep

In the nouns listed below, the spelling changes to make them plural.

<u>Singular</u>	<u>Plural</u>
wom <u>a</u> n	women
m <u>a</u> n	men
child	children
foot	feet
t <u>oo</u> th	teeth
ОХ	ox <u>en</u>
m <u>ous</u> e	mice
<u>goo</u> se	geese

Write the plural of the noun on the line.

1. foot		4. tooth	
2. sheep		5. man	
3. deer		6. child	

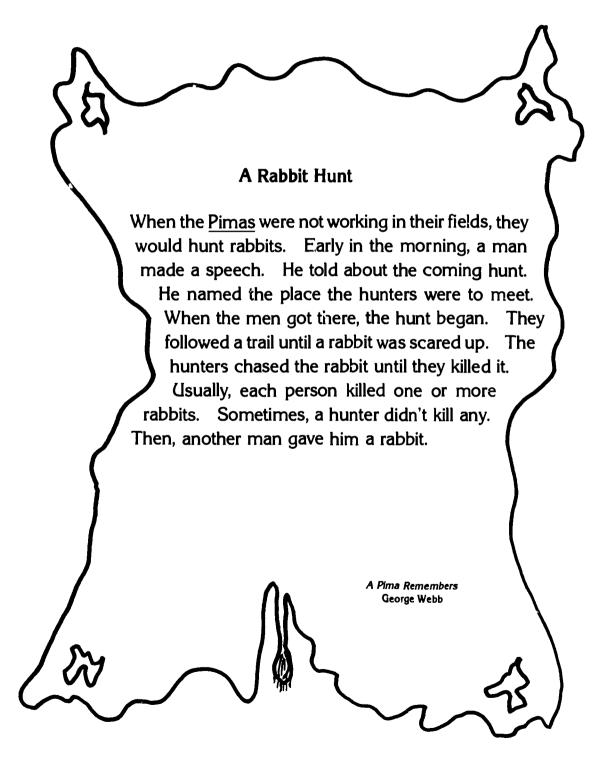


In the list below, decide which plural noun is spelled correctly and which plural noun is spelled wrong. Put a line under the plural that is spelled wrong. Then, write the correct spelling of the plural on the blank line. Remember the spelling rules you just learned. The first one has been done for you.

1. (1) <u>taxs</u>	(2) armies	taxes
2. (1) cookys	(2) children	
3. (1) fish	(2) skys	
4. (1) horns	(2) misss	
5. (1) churchs	(2) ranches	
6. (1) parties	(2) mans	
7. (1) teeth	(2) brushs	
8. (1) holidaies	(2) mesas	
9. (1) moose	(2) sheeps	
10. (1) enemys	(2) grandparents	
11. (1) deers	(2) tomatoes	
12. (1) foots	(2) nails	



The story below is about a Pima hunt. First, underline all the nouns in the story. Then, write the singular nouns under the list called <u>Singular Nouns</u>. Write the plural nouns under the list called <u>Plural Nouns</u>. The first one has been done for you.





Singular Nouns Plural Nouns 1. _____ 14. _____ 3. _____ 16. _____ 17. _____ 5. _____ 18. _____ 19. _____ *20*. _____ 8. ____ 9. . _____ 10. _____ 11. _____ 12. _____ 13. _____





I. PARTS OF SPEECH

B.1. Pronoun used as a noun

A **pronoun** is a word that takes the place of a noun. A pronoun can be used the same way a noun is used. Remember, a noun names people, places, and things. A pronoun can stand for people, places, and things.

Look at these examples:

The brothers bought a pickup truck. **They** bought a pickup truck.

You have put they where the brothers were.

Mary is a potter. **She** is a potter.

Irwin works at the copper mine. **He** works at the copper mine.

The ring belonged to my mother. It belonged to my mother.

You use a pronoun when you do not want to use a noun or a name over again. Using a name over and over sounds odd. Without pronouns, reading can sound like this:

Guy lost a sheep. Guy had to track the sheep for many days. Guy never found the sheep. Guy thinks a coyote killed the sheep.

It is much easier to read when pronouns are used.

Guy lost a sheep. He had to track it for many days. He never found it. He thinks a coyote killed it.

You have put **he** where **Guy** was. You have put **it** where **sheep** was.



Here are pronouns that can be used as nouns. Just like nouns, pronouns can be singular or plural.

SINGULAR	PLURAL	
PROPOUNS	PRONOUNS	
l you (one) he she it	we you (two or more) they	

All of the pronouns, except for it and sometimes they, can stand for people.

I — can stand for the speaker or writer of a sentence or passage

you (singular) — can stand for the one person the writer is speaking to

he — can stand for any male person

she — can stand for any female person

it — can stand for any animal, thing, or place

we — can stand for the writer along with one or more other people

you (plural) — can stand for the people the writer is speaking to

they — can stand for people (more than one), animals, and things



There is a line under a noun in each sentence below. Write the pronoun that can stand for the noun. The first one has been done for you.

1.	Jacob ran through the garden.	He
2.	The young men herded sheep all day.	
3.	My grandmother weaves rugs.	
4.	The truck has a flat tire.	
5.	My brother woke the baby.	
6.	Melvin and I are going to the dance.	
No	w, you write sentences with these pronoun	S.
1.	1	
2.	You	
	We	
4.	She	
	They	
	Не	



Put a line under the pronouns in the story. There are 12 pronouns. The first one has been done for you.

- 1. Oraibi is a Hopi village. 2. People have lived there for 1 000 years. 3. Some people say it is the oldest village in the United States. 4. One old man, chief of the Hopis, disagreed with that. 5. He said another village, Shungopavi, was older. 6. "We came here before that," he told the white man. 7. "I remember something like that."
 - 8. The white man was shocked.
 - 9. "Remember?" he asked.
- 10. The old man smiled. 11. He liked telling stories to the white man. 12. "Man does not have the only memory. 13. The stones remember. 14. Even the earth, it remembers. 15. If you know how to listen, they will tell you many things."

The Vanishing White Man Stan Steiner





You know that pronouns stand for nouns. Sometimes they stand for nouns in other sentences. Look at the story about Oraibi. Answer the questions.

1.	What does the pronoun it in Sentence 3 stand for?
2.	Who does the pronoun he in Sentence 9 stand for?
3.	Who does the pronoun they in Sentence 15 stand for?
4.	Who does the pronoun we in Sentence 6 stand for?



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I. PARTS OF SPEECH

C.1. Simple verb tenses

A verb is a word that shows action.

you learned l walk he runs

they danced

A verb can show the time of an action. This is called the verb tense. To show different times, a verb has different tenses.

Action which goes on everyday or is happening now is called the present tense.

I grind corn every day.

He sits under the tall tree.

They walk to the stream every morning.

The present tense of a verb looks like this.

Singular Plural I walk We walk You walk (as in all of you) You walk he, she, it they walk walks

An -s is added to the verb with he, she, or it:

He runs. She thinks. It lives.

Action that has already happened and has stopped is called the past tense.

I opened the box yesterday. She walked to school last week. We hunted for ak last fall.



The past tense is formed by adding -ed to the verb like this.

Singular

Plural

I walked

we walked

you walked

you walked (as in all of you)

he, she, it walked

they walked

Action that will happen at a later time is called future tense.

I will cook the corn riext week.

It will wait until tomorrow.

You will want the water later.

The future tense is formed by placing will in front of the verb.

Singular

Plural

l will walk vou will walk we will walk vou will walk

he, she, it will walk

they will walk

On the line at the right, tell if the action happens in the present, the past, or the future. The first one is done for you.

1. The snake crawled over the rocks.

past

2. Joan will watch the baby when I leave.

3. I hunt for quail early in the morning.

4. He <u>listened</u> to the man's story.





I.C.1. Simple verb tenses
5. She sings to her baby every evening.
6. They will work at the mine next week.
7. l will look for it later.
8. In one story, the boy <u>turned</u> into an eagle.
Here, you must do two things. First, circle the correct verb fo each sentence. Then, on the line to the right, tell if the verb tense is present , past or future .
1. He will (hunts, hunt) for rabbits tomorrow.
2. I (learns, learned) to make fry bread when l was young.
3. Helen (cooks, cook) breakfast every morning.
4. We will (walk, walked) to town on Monday.
5. Allen and George (waited, waits) for two hours before the bus came.
6. I (write, writes) long stories.
7. We (tracks, tracked) the deer for a time,but we never saw it.
8. Pete (want, wants) a new truck.



Here are a few spelling rules you will need to remember.

1. If a verb ends in e, just add -d to form the past tense

like — liked smoke — smoked hike — hiked

- 2. If a verb ends in a consonant plus y, change the y to i before adding
 - a. -ed to form the past tense study — studied try — tried fry — fried
 - b. or -es to form the present tense with he, she, or it

I study — she studies you try — he tries you fly — it flies

3. If a verb ends in a short vowel followed by a consonant, double the consonant before adding -ed to form the past tense

trap — trapped rip — ripped snap — snapped



Add the **-ed** and **-s** endings to these verbs using the spelling rules. The first one is done for you.

	-Cu	-3
1. study	studied	studies
2. bake		
3. trap		
4. dance		
5. try		
6. hike		
7. rip		
8. hurry		
9. live		
10. step		
11. carry		
12. smoke		
13. trip		
14. use		
15. dry		
16. stop		



Now, write the correct form and tense of the verb at the left for each sentence. The first one has been done for you.

carry (past)	1. Warren <u>carried</u> the deer home on his horse.
like (present)	2. Gail to visit her grandmother.
trap (past)	3. Yesterday, Joe and Alfred the horse in a box canyon.
dry (past)	4. Susan the meat over a fire, and then put it away.
study (present)	5. William hard at school every day.
bake (past)	6. My aunt a special bread for the ceremony.
rip (past)	7. Last night, her shawl when it caught on a nail.
dance (past)	8. We all night at the chicken scratch.





irregular verbs

Many verbs in English have special <u>past tense</u> forms. These are called **irregular** verbs because you do not add the **-ed** endings to form the past tense.

Here is a list of common irregular verbs. You should read the list below several times until you can remember how the words change in spelling from the present tense to the past tense:

<u>Present</u>	<u>Past</u>	Present	<u>Past</u>
begin	began	keep	kept
break	broke	know	knew
bring	brought	leave	left
buy	bought	lose	lost
catch	caught	make	made
come	came	meet	met
cost	cost	pay	paid
cut	cut	ride	rode
do	did	run	ran
drink	drank	say	said
drive	drove	see	saw
eat	ate	send	sent
fall	fell	shoot	shot
feel	felt	sing	sang
fight	fought	sit	sat
find	found	sleep	slept
fly	flew	speak	spoke
get	got	stand	stood
give	gave	take	took
go	went	tell	told
grow	grew	win	won
have	ha d	write	wrote



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Write the past tense for each of these irregular verbs.

1. lose ______ 11. pay _____

2. fly _____ 12. sleep_____

3. see ______ 13. give ______

4. eat _____ 14. begin_____

5. buy ______ 15. cut _____

6. run _____ 16. ride _____

7. fall ______ 17. have _____

8. bring _____ 18. get _____

9. drive ______ 19. win _____

10. sing ______ 20. stand_____



Now, find the verb in each sentence by underlining it. Write the past tense of the verb on the line at the right. The first one is done for you.

1. She speaks English well.	spoke
2. Jake buys his food in town.	
3. I win every horse race.	
4. Sara runs every morning.	
5. They catch fish in the lake.	
6. The corn grows fast.	
7. Eagles fly to the top of the mountain.	
8. The holy man sings at the ceremony.	
9. The little boy sleeps on the sheepskin.	
10. I feel like dancing.	
11. Sam takes the sheep out every morning.	
12 I find arrowheads in the sand	



I. PARTS OF SPEECH

D.1. Articles

The articles a, an, and the are used to tell which one.

Use the to show one or more things.

the boy

the boys

the car

the cars

Use a and an to show only one thing.

a blanket

an apple

a toy

an aunt

An is used before any word that begins with a vowel or vowel sound (a, e, i, o, u).

an eagle

an hour

an alarm

an Indian

Remember, when you talk about more than one of something you always use the, like this: the men, the trees, the tribes.

Put a line under all the <u>articles</u> in each sentence. The first one is done for you.

- 1. An old man sat by the fire.
- 2. A large dog ran after the rabbit.
- 3. Give an apple to the little girl.
- 4. Don't tell a secret to an enemy.
- 5. The clouds are making the sky dark.
- 6. An eagle flew to the top of the tree.



I.D.1. Articles

On the blank space, write the correct article. Use a, an, or the. Do not use the if a or an can be used instead.

- 1. _____ feather 9. ____ tribes
- 2. ____ dancers 10. ____ owl
- 3. ____ woman 11. ____ ring
- 4. ____ arrow 12. ____ boys
- 5. _____ sheep 13. _____ enemy
- 6. ____ leader 14. ____ clouds
- 7. _____ eagle 15. _____ blanket
- 8. ____ hour 16. ____ apple



I. PARTS OF SPEECH

D.2. Descriptive adjectives

A word that describes or tells about a noun is called an **adjective**. An adjective can tell size, color, shape, number, and so on. It often answers the questions **what kind?**

a <u>big</u> dog	a large crowd
a <u>cloudy</u> day	a small child
a <u>red</u> dress	a square house
a <u>long</u> hike	a tired man

Look for the words that describe the nouns in each sentence. Put a line under each adjective. The first one has been done for you.

- 1. The <u>tall</u> man sat on the <u>white</u> horse.
- 2. A round Kiva was dug in the hard ground.
- 3. The cracked bowl was found at the old ruins.
- 4. The full moon rose over the high mountain.
- 5. The young woman made a new basket.
- 6. He sat on a flat rock while he ate the dried meat.
- 7. The fresh squash was hung on long poles to dry.
- 8. A small boy gave fresh water to his dog.



I.D.2. Descriptive adjectives

Write an adjective on the line in each sentence. You can use the words in this list or you can make up your own. Do not use the same words over again.

big	clay	gray	pretty	hot
small	sunny	brown	nice	cold
large	cloudy	white	good	warm

- 1. The man sat on a _____rug.
- 2. The water is stored in a _____ jar.
- 3. The _____ horse can run fast.
- 4. It is a _____ day.
- 5. A _____ rabbit hid under the bush.
- 6. The man made a _____ ring out of silver.
- 7. A _____ meai was cooking when we got home.
- 8. Don't drop the _____ bowl or it will break.





UNIT I POST-TEST: PARTS OF SPEECH

Put a line under the common and proper nouns in this story.

1–12:

Long ago, a Hualapai killed a deer and traded the hide to a Supai who tanned it and traded it to Hopis for pottery. The Hopis made boots for women from it which they traded to Zunis for dye and turquoise.

Speaking of Indians
Bernice Johnson

Write the plural form of these nouns.

<u> </u>	13. arrow	
	14. peach	
	15. valley	
1	16. canyon	
M	17. woman	
N	18. mouse	
	19. fish	
•	20. flower	





on the line.	
21. My two brothers like to hunt rabbits.	
22. Arlene and I are the best weavers.	
23. The stew is burning.	
24. Grandmother will be here tomorrow.	
Tell if the action of these sentences happens or future.	in the past, present,
25. Dave will dance at the pow-wow.	
26. The eagle flew over the mesa.	
27. Arlene works in Flagstaff.	
28. We will hunt rabbits this weekend.	
Put a line under all the <u>articles</u> and <u>descriptions</u> story.	ive adjectives in this
29_44.	

Write the pronoun that can take the place of the underlined noun

Indians were good runners. In the old days, fast runners rnade daily trips to the sea coast. They brought fresh fish to the king, Montezuma. An Apache could go on a forced March of 100 miles without sleep. A favorite game of the Hopis was played by running and kicking a ball.

Speaking of Indians
With an Accent on the Southwest
Bernice Johnson



II TIND



II. SENTENCE STRUCTURE

A. Types of simple sentences

Words in English are put together to make a sentence. A sentence is a group of words that has one whole thought or idea. Two kinds of sentences are the **statement** and the **question**.

The **statement** is a wing sentence. It starts with a capital letter and ends with a period (.). It gives you information about something.

You can rest here. The fry bread is ready.

Write the letter from list **B** on the line by the sentence it completes in list **A**. Remember that a sentence always has a whole thought or a complete thought. The first one has been done for you.

	A		В
1.	Melvin saw af	a.	the desert
2.	Grandmother makes beautiful	b.	wonderful
3.	Rainbows have	c.	with snow
4.	Roadrunners live in	d.	baskets
5.	The peaks were covered	e.	made a sandpainting
6.	Stella moved	f.	coyote
7.	The fry bread smells	g.	many colors
8.	The medicine man	h.	to Flagstaff



II.A. Types of simple sentences

A **question** is an asking sentence. This sentence asks for information. Your teacher uses many asking sentences. The answer to most questions will be telling sentences (statement). These are questions:

Can you smoke here? Is the fry bread ready?

A question starts with a capital letter and ends with a question mark (?).

Do you drive a car? When does Arlene work?

Read carefully the sentences below. Put an **S** on the line if the sentence is a statement. Put a **Q** on the line if the sentence is a question. The marks at the ends of the sentences have been left out. The first one has been done for you.

Q	1. Where is the dance?
	2. How many silversmiths do you know
	3. The Snake Dance is a Hopi ritual
	4. When did you see the eagle
	5. Grandmother makes baskets and rugs
	6. Why didn't you call me for dinner
	?. Can you see across the canyon
	8. I can see across the canyon



II.A.	Types of sir	nple sentences
	9. Dawn kn	ows how to roast chili peppers
	10. How do	you skin a rabbit
	11. An eagle	flew over the mesa
	12. How far i	is it to the reservation
n	nents that use	uestions out of some statements. For state- verbs like is, am, are, was, were, can, will, st, move the verb to the front of the sentence.
	Statement: Question:	Harry is a rancher. Is Harry a rancher?
	Statement: Question:	•
	Statement: Question:	You were at the dance last night. Were you at the dance last night?
		elow to make questions. Remember to move of the sentence.
1.	old enough	to vote.
2. Yo	ou can hear the	singers.



II.A. Types of simple sentences

3.	There is a sunrise dance tomorrow.
4.	They are old friends.
5.	You must go into town.
6.	Grandmother should stay home.
7.	The boys were out riding.
8.	Rena was in school.





III TIND





III. PUNCTUATION

A.1. Use of period at end of sentence

All sentences must end with an <u>end mark</u>. An end mark is used to show where to stop. If you did not use end marks, it would be hard to tell where one sentence ends and the next one begins.

One of the most used end marks is the **period**. It is always used to end a statement. A statement is not the same as an asking sentence. A statement is a telling sentence. A question, or asking sentence, uses a different end mark, as you will soon learn.

Try reading this.

The dance will last for four days there will be a lot of food to eat everyone will have a good time everyone will be tired when it is time to leave

Did you find this hard to read? Now read this.

The dance will last for four days. There will be a lot of food to eat. Everyone will have a good time. Everyone will be tired when it is time to leave.

This time an end mark has been used to show where each sentence ends. This should be much easier for you. A period tells where each sentence ends.

Put a period at the end of each sentence below. You should make four sentences.

The two boys wanted to race they ran to the top of the mesa it was a long race the smaller boy won the race



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III.A.2. Use of question mark at end of sentence

Another kind of end mark is used at the end of a question. Remember, a question is an asking sentence. The end mark you use here is called a question mark. A question mark looks like this: ?. Use the question mark at the end of every asking sentence.

Practice making a ques' ion mark like this:



Put a question mark at the end of each question.

- 1. Do you like to eat fry bread
- 2. Where are you going
- 3. What dress will you wear
- 4. When will she be back
- 5. What time is it
- 6. Do you have any money
- 7. How old is your brother
- 8. Where do you live



III.A.2. Use of period or question mark at end of sentence

In this story, write a period or a question mark at the end of each sentence. Remember, only use the question mark at the end of an <u>asking</u> sentence. Use a period at the end of a <u>telling</u> sentence.

1. Do you want to go to town
2. Yes, I will go with you
3. Good, you can ride in the back of the truck
4. How far is it to town
5. It is about 30 miles from here
6. Will it take a long time to get there
7. Why do you want to know
8. If it takes a long time, I will take a nap
9. Well, it takes a long time, but you won't sleep
10. Why not
11. The road is very bumpy
12. Then I will dream that I am riding a bronco at the rodeo



VI TIND





IV. CAPITALIZATION

A. Use of capitals

In the English alphabet, the capital letters look like this: A B CDEFGHIJKLMNOPQRSTUVWXYZ. Remember that the first word in every sentence always begins with a capital letter.

The red sand is hot. It looks like it will rain.

You must also capitalize proper nouns and the pronoun "l". Example: I can I will I did

As you will remember, proper nouns can be:

people's names: Ted Kennedy, Barbara Little;

names of cities, Tucson, Phoenix; Payson, Holbrook; towns, and states: New Mexico, Arizona, California

names of tribes: <u>H</u>opi, <u>P</u>ima, <u>A</u>pache, <u>N</u>avajo

<u>names of days</u> <u>Monday, Tuesday, Sunday; April, June, August</u>



IV.A. Use of capitals

Put a line under each word that should have a capital letter.

- 1. my friend bessie lives in mesa, arizona.
- 2. bob chee went to tuba city to visit his son last friday.
- 3. i would like to visit taos, new mexico, in june.
- 4. the hopi village of walpi is in northern arizona.
- 5. rena's friend, helen begay, weaves fine rugs.
- 6. on sunday, i will go with galen to cut firewood.
- 7. his brother, henry, goes to town every saturday to sell his jewelry.
- 8. the indians will have a big pow-wow in april.





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IV.A. Use of capitals

Read the sentences below. Decide where the capital letters go. Write each sentence over on the lines below it with the capital letters where they should be.

lewis p in july.	plans to go to the council meeting on the first mo
on sat	urday, paula will teach me to make hopi piki bread
_	
a lot o	f silver jewelry is made in zuni, new mexico.



UNIT V





V. PRACTICAL WRITING

A. Writing of personal information

There are many different linds of forms you will sometimes be asked to fill out. They could be for a job or for school, for a bank, c. for health care. Most forms ask for some of the same information. Now, you will have a chance to practice writing some of this information.

You should already know where to write your name and address on a form. It will look something like this:

On many forms, you are asked to write your <u>last</u> hame before you write your first name. Look carefully to see which name is to be written first.

You may also need to write your birth date. It might look like this on a form.

Write the <u>number</u> of the month you were born and not the rame of the month. You should write 1 for January, 2 for February and so on. Ask your teacher if you are not sure of the number of the month in which you were born.



V.A. Writing of personal information

The number of the day you were born is next. Then the year you were born. Do not write the whole number (1962). You can drop the 19 part. Just write the last two numbers; 62 (or the year you were born).

A form may also ask you for a phone number (if you have one) and your social security number (S.S. no.). It could look like this on a form.

Phone No. 283-6029

S.S. No. <u>593-21-63</u>94

If you do not have a phone, either write <u>none</u> on the line or the phone number of a person who can reach you.

Some forms will ask you about your education. They will ask where and when you went to school, and what grade you completed. You should always take this information with you when you go to apply for a job.

On a form, it might look like this.

Education

Type of School	Dates Attended		Courses or major	Grad yes	duate no	Degree earned
Grammar	9/60 68	ROCKY BLUFF ELEMENTARY		X		
High	9/8 to 1/12	WINDOW ROCK HIGH SCHOOL			X	
College	to					
Business or Trade	to					



V.A. Writing of personal information

It is important to fill out forms carefully. Print neatly for easy reading.

Where it says "signature" or "signed," write your name like this:

Signature Michael J. Fox

Now, you should practice filling out forms. Fill out these forms about yourself. The more you practice, the easier it will get.

Practice Form No. 1

	First	Middle	Middle		Last	
1. Name						
	Street	City	•		State	Zip
2. Addres	SS					
Ph	one No.	Date of Bi	rth	_	Social S	Security No
3.	4.				5	-
	(6. Educa	tion			
Type of School	School name and address	Dates Attended	Grad y e s	uat e d no	Courses or major	Degree earned
<u>Grammar</u>		to				
High		to				
College		to				
Trade or Business		to				



V.A. Writing of personal information

Practice Form No. 2

1. Name:		4. Date of	f Birth	//	
L	Last Fi	rst Middle		Mo.	Day Yr
2. Addres	SS		5. Pho	one No.	
		Street			
3.			6. S.S. N	do.	
City	State	Zip Code			
7.		Educa	tion		
Type of School	Dates Attended	School name and addres	Courses or major	Graduate yes no	Degree earned
Grammar	to				
High	to				
College	to				
Business or Trade	to				
8. Signatur	·e				



UNIT II, III, IV, V POST-TESTS: SENTENCE STRUCTURE, PUNCTUATION, CAPITALIZATION, PRACTICAL WRITING

Sentence Structure

A sentence is a group of words that has one whole thought or idea. Put a line under only those groups of words you think are whole thoughts or ideas.

- 1. The bread is ready
- 2. The rainbow
- 3. Baskets are woven by
- 4. There is snow on the peaks
- 5. The sun is shining
- 6. The clouds are
- 7. Pinon trees are found near the roads
- 8. Pinon pickers will

Punctuation

The sentences below are either statements or questions. Put the correct <u>punctuation</u> at the end of each.

	
1.	Where is the pow-wow going to be held
2.	We are all going to help with the dance
3.	The Hopi Reservation is in Northern Arizona
4.	Is Dave working on a ranch
5.	Let's go home now
6.	Ira Hayes was a famous war hero

- 7. When were you born ___
- 8. Where is my father ____



Capitalization

Put a line under the words that should be <u>capitalized</u> in this passage.

9-16:

in the 1800's, many Plains Indians tried reservation life and hated it. some tribes joined together to try and save their lands. great leaders rose among them like red cloud, spotted tail, crazy horse, sitting bull, and little wolf.

The American Indians in America Jayne Clark Jones

Practical Writing

Complete this form.

17.	Name _						
_ ,		Last	First		Middle		
18.	Address						
		Street	City	State	Zip Code		
19.	Date of E	Birth/					
		Mo. Day	Yr.				
20	Phone No	n					



GLOSSARY



GLOSSARY

adjective a word that is used to change a noun by pointing

out which one or describing the noun; it usually comes before a noun but can also follow a noun

article the words a, an, the that are used to tell which one

descriptive a word that describes or tells about a noun; an adjecadjective tive can tell size, color, shape, number, and so on; it

often answers the question what kind?

noun a word that names a person, place, or thing

plural more than one

pronoun a word that takes the place of a noun; it can be used

the same way a noun is used — to name a person,

place, or thing

proper noun names a particular person, place, or thing and is

capitalized

Example: Alice, Kingman, Verde River

question an asking sentence; it aways ends with a question

mark

sentence a group of words that has one whole thought or idea

statement a telling sentence; it aways ends with a period

tense the time (present, past, future) expressed by a verb

verb a word that shows action

