

# Note Taking

**Instructions:** Write the following notes in their respective books.

## Reading Comprehension

**Glossary** – a list of words in alphabetical order relating to specific words in a book.

**Index** – a list of important topics in a book with page numbers next to them.

**Heading** – divides the text into sections and identifies the main topic of a page or section.

**Title** – gives the reader an idea of what the book is about.

**Captions /Labels** – words underneath a picture or photograph that explains what it is all about.

**Pictures** – images (photographs) that is specific to the topic.

**Maps** – diagrams representing parts of the Earth's surface.

**Timeline** – a tool designed to organize information in a chronological order. They show the order in which things happen.



# Grammar

## Types of Sentences

There are four types of sentences: declarative, interrogative, imperative, and exclamatory.

**Declarative** sentences make a statement and ends in a full stop (.).

**Example:** Balfour Consumer's is having a 20% sale.

**Interrogative** sentences ask a question and end in a question mark (?).

**Example:** What school do you attend?

**Imperative** sentences make a command or gives a request and ends in a full stop (.).

**Example:** Cynthia, go wash the dishes.

**Exclamatory** sentences make a statement with expression and ends with an exclamation mark (!).

**Example:** Wow, that mountain is huge!