



Teacher Guide



Our resource has been created for ease of use by both **TEACHERS** and **STUDENTS** alike.

Introduction



Learning to express themselves in writing is both an art and a science for students.

The primary objective of these “How to” composition guides is to teach the process or science of writing. The author has taken care throughout this study guide to emphasize the concept that writing anything from a short paragraph to a long research report should be done by using the steps of prewriting, drafting, revising, proofreading, and publishing which make up the writing process.



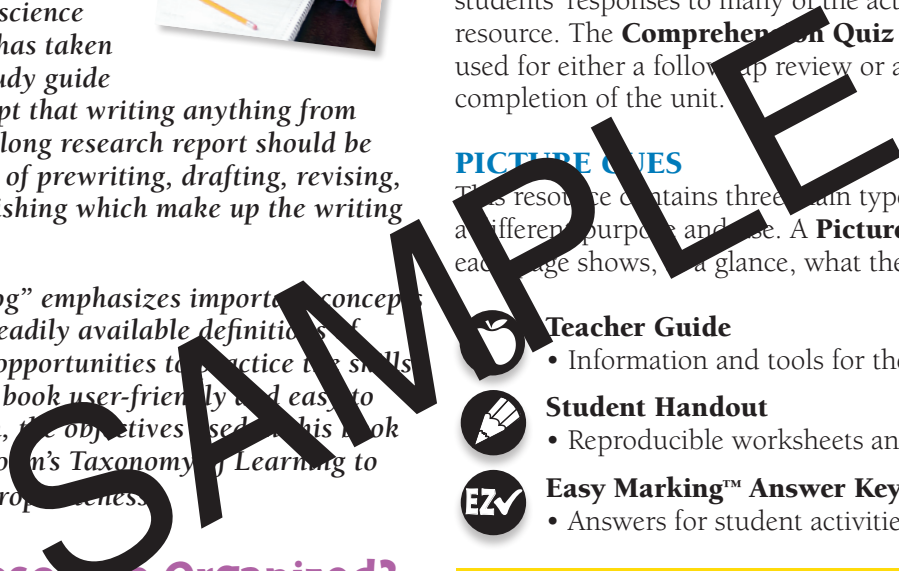
The “Writing Watch Dog” emphasizes important concepts throughout the book. Readily available definitions of terms as well as many opportunities to practice the skills being taught make this book user-friendly and easy to understand. In addition, the objectives used in this book are structured using Bloom’s Taxonomy of Learning to ensure educational appropriateness.

passage and extend their learning. Students are asked to give thoughtful consideration of the reading passage through creative and evaluative short-answer questions, research, and extension activities.

Writing Tasks are included to further develop students’ thinking skills and understanding of the concepts. The **Assessment Rubric** (page 4) is a useful tool for evaluating students’ responses to many of the activities in our resource. The **Comprehension Quiz** (page 48) can be used for either a follow-up review or assessment at the completion of the unit.

PICTURE CUES

This resource contains three main types of pages, each with a different purpose and use. A **Picture Cue** at the top of each page shows, at a glance, what the page is for.



Teacher Guide

- Information and tools for the teacher



Student Handout

- Reproducible worksheets and activities



Easy Marking™ Answer Key

- Answers for student activities

How Is Our Resource Organized?

STUDENT HANDOUTS

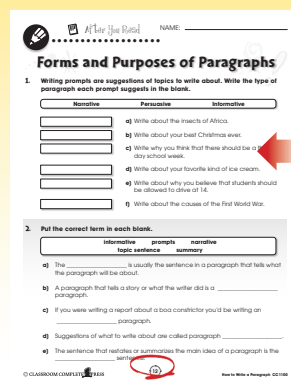
Reading passages and activities (in the form of reproducible worksheets) make up the majority of our resource. The reading passages present important grade-appropriate information and concepts related to the topic. Embedded in each passage are one or more questions that ensure students understand what they have read.

For each reading passage there are **BEFORE YOU READ** activities and **AFTER YOU READ** activities.

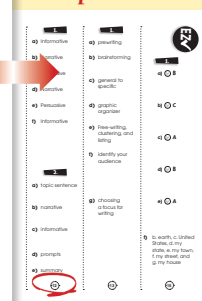
- The **BEFORE YOU READ** activities prepare students for reading by setting a purpose for reading. They stimulate background knowledge and experience, and guide students to make connections between what they know and what they will learn. Important concepts and vocabulary from the chapters are also presented.
- The **AFTER YOU READ** activities check students’ comprehension of the concepts presented in the reading

EASY MARKING™ ANSWER KEY

Marking students’ worksheets is fast and easy with this **Answer Key**. Answers are listed in columns – just line up the column with its corresponding worksheet, as shown, and see how every question matches up with its answer!



Every question matches up with its answer!





Proofreading Practice

Proofreading for Spelling

1. **Look at each word carefully and ask, "Does it look right?"** Some writers start proofreading at the end of their essays and work backwards, checking each word so that they don't skip words by mistake as they read. Other writers use a ruler to check one line at a time as they read each word carefully.
2. **Circle the words that don't look "right."** These are the ones you need to check.
3. **Ask yourself, "How else could I spell this word?"** Try one or two other ways to write the word; then check it using any of the following:
 - a) a dictionary,
 - b) class word charts,
 - c) a friend,
 - d) a computer spell-checker or,
 - e) an adult.
4. **Compare the two words and snap pictures with your "mind camera" of the parts you misspelled.**
5. **Ask your teacher or another adult to make sure that you've circled all of the misspelled words.** If an adult isn't nearby, ask a friend to give your writing a quick check to find any other misspellings.

SAMPLE

The best way to make sure a word is spelled correctly is to check its spelling in a dictionary. Many teachers make sure that their students have dictionaries at their desks. That way, if a student needs to know how to spell or pronounce a word, help is very nearby. Using a dictionary can take a great deal of time if you aren't skilled in using the guide- words. But once you've learned the tricks, you can look up a word in no time!



The Writing Watch Dog says, "Here are some Dictionary Tricks to use to check your spelling:

1. **Study the alphabet so that you instantly know alphabetical order.**
2. **Decide if the word you are searching for will be in the front, middle, or end of the dictionary.**
Hint - Knowing this will help you turn to the correct section immediately.
3. **After you've turned to the correct section, begin to look at the guidewords on the pages."**



Comprehension Quiz

13

Put the letter of the correct term beside its definition:

A	5 W's Chart	<input type="checkbox"/>	an essay scoring guide	1
B	Venn Diagram	<input type="checkbox"/>	means "to see again"; the third step in the writing process	2
C	Cause and Effect Chart	<input type="checkbox"/>	anyone who reads, sees, or hears a message or composition	3
D	drafting	<input type="checkbox"/>	a type of graphic organizer used in the prewriting stage that lets the writer think about and list the "Who, When, Where, What, and Why" of a story or event	4
E	audience	<input type="checkbox"/>	a graphic organizer to use during the drafting stage of writing	5
F	Paragraph Sandwich	<input type="checkbox"/>	a diagram made up of two or more intersecting circles representing relationships among concepts. It is a good way to compare and contrast two ideas or things and to organize your thoughts for prewriting	6
G	revision	<input type="checkbox"/>	a graphic organizer used in prewriting that shows the relationship between two events when one of the events is the reason the other occurred	7
H	rubric	<input type="checkbox"/>	the second step in the writing process	8
I	proofreading	<input type="checkbox"/>	ideas of how things should be that may not always hold true	9
J	demon words	<input type="checkbox"/>	something that can always be proven	10
K	dictionary	<input type="checkbox"/>	the best place to check the spelling of a word	11
L	fact	<input type="checkbox"/>	100 words that may look misspelled even when they are not	12
M	opinion	<input type="checkbox"/>	the fourth step in the writing process	13

SUBTOTAL: /13

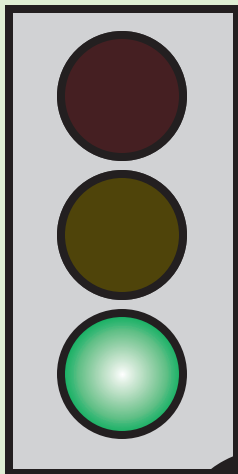
Transition or Linking Words



Some linking words tell you the order of things. You know that the colors of a traffic light are green, yellow, and red. Green means "go" – there is more to come. Yellow means "caution, or slow down". Red means "stop" or "this is the end". There are many other words that mean, "go", "slow down" or "stop". Review them on the Traffic Light Words List below. **Remember that these words are linking or transition words.**

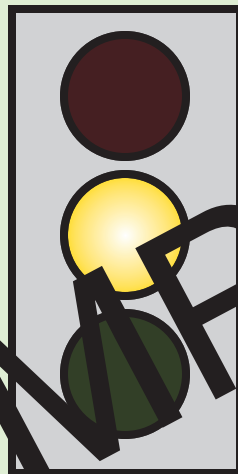
Traffic Light Words

Green Light Words



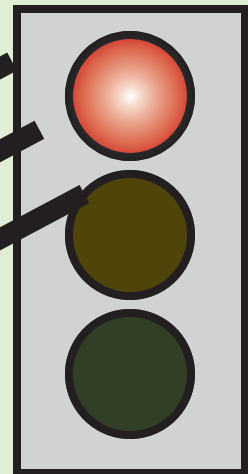
first
in the beginning
firstly
prior
immediately
today

Yellow Light Words



second
next
then
in the meantime
during
meanwhile
until

Red Light Words



ninth
finally
last
in conclusion
in the end
after
afterward
subsequently

SAMPLE