

Student Reference Handbook

Blackline Masters

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STUDENT REFERENCE HANDBOOK STARTER PAGES

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MODELS, MLA FORMATTING, MORE

Distribute these pages at point of need.

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Student Reference Handbook Assembly Instructions

Students begin building their Reference Handbook the first year they are introduced to the Structure and Style method. This allows access to important information. Having lists of prepositions, verbs, adjectives, or -ly words at their fingertips really helps students get creative.

Begin with an empty notebook containing eight tabs labeled as follows:

Current Work	Lined Paper	Structural Models	Style Charts	"Banned" Words			
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Feel free to change the tabs to fit your teaching style; however, this presentation will get you started. Do not fill the book with all the resources to be used this year at the start. Rather, have your student file the various structural models and word lists as you present them so that they end up with a notebook which they have built and know how to use.

It is, however, useful to begin with a few pages. The next seven pages should be placed in the notebook at the beginning of the year to save time as you begin teaching writing. Andrew Pudewa color coordinated the pages for easy identification. For example, when he wanted them to add something to the "Stylistic Techniques" page, he simply told them to go to "the yellow page." Dr. Webster decorated his pages with symbols (stars, circles, and the like).

For your convenience, Andrew's color scheme is printed at the top right of each of the style pages. You may wish to have your students color in that corner of the page for identification, or use some other methodology.

You may want to use the tabs and initial handouts as follows:

Place the white "Odds and Ends" page right in the front of the binder (before the tabs). This is a handy page to keep notes on any information that does not fit under the other sections of the notebook.

Current Work This is where students will keep the source text, their key word outlines, and all drafts for the current lesson. After you grade the final draft, the checklist, final copy, rough drafts, and outlines can be stored in the separate "Completed Work" Portfolio.

Lined Paper Store lined paper and any other blank forms, like graphic organizers, here.

Structural Models Use this section for the handouts illustrating the Structural Models (unit posters such as the Story Sequence Chart for Unit 3). This section is empty to start.

Style Charts Keep the overview lists of Stylistic Techniques as well as other word lists (such as -ly adverbs and prepositions). In this section, place the yellow "Stylistic Techniques" page, the pink "'-ly' Adverb List" and "Adverbs for Essays" pages, and the beige "Prepositions and Clausal Starters" page.

Banned Words Keep lists of Banned Verbs and Adjectives here. The pages entitled "Banned Words List-Verbs" (white) and "Banned Words List-Adjectives" (beige) can be placed here now.

The remaining three tabs can be utilized for grammar rules, spelling rules and lists, and other writing-related materials like principles for writing in different disciplines. Suggestions for their use are provided in "Preparing the Student" in Section I of the *Classroom Supplement*.

Stylistic Techniques

I. Dress-Ups

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Indicator: _____

Minimum Rule: _____

II. Sentence Openers

- | | |
|---------|---------|
| ① _____ | ④ _____ |
| ② _____ | ⑤ _____ |
| ③ _____ | ⑥ _____ |

Indicator: _____

Minimum Rule: _____

III. Decorations – one per paragraph

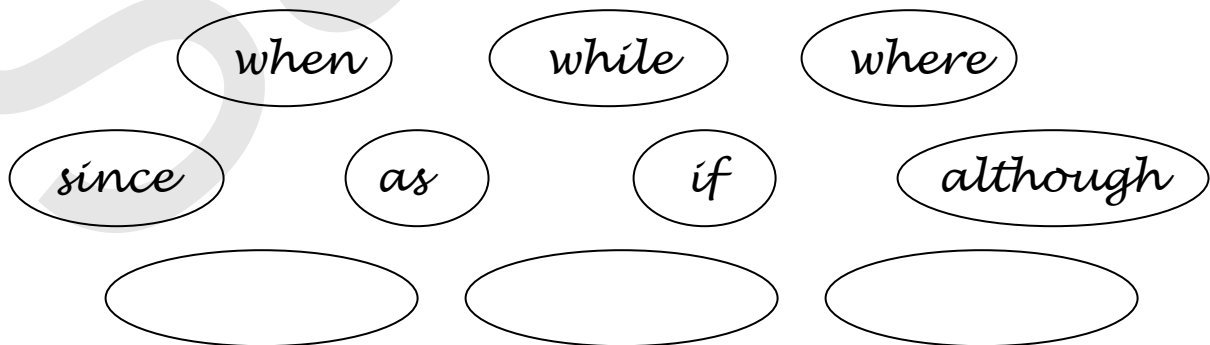
- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Prepositions

– words that introduce phrases which always contain either a noun or a pronoun

aboard	by	over
about	concerning	past
above	despite	since
according to	down	through
across	during	throughout
after	except	to
against	for	toward
along	from	under
amid	in	underneath
among	inside	unlike
around	instead of	until
aside	into	up
at	like	upon
because of	minus	with
before	near	within
behind	of	without
below	off	
beneath	on	
beside	opposite	
between	out	
beyond	outside	

CLAUSAL STARTERS



Units 4 and 6: SHORT REPORTS OR ESSAYS

One to Three Paragraphs

(Unit 4 from one source, Unit 6 from two or more sources)

Title (from final clincher)

I. Introduce Subject of Report/Essay.

Topic Sentence A

- 1.
2. details, examples, facts,
3. explanations of topic
- 4.
- 5.

Clincher A

II. Topic Sentence B

- 1.
2. details, examples, facts,
3. explanations of topic
- 4.
- 5.

Clincher B

III. Topic Sentence C

- 1.
2. details, examples, facts,
3. explanations of topic
- 4.
- 5.

Clincher C

Final Clincher (Reflect opening and title.)
(may be combined with Clincher C)

Units 4 and 6: One to Three Paragraphs

Cut here

Banned Adjective: GOOD

Character

scrupulous
godly
virtuous
moral
righteous
honest
noble
wholesome
pure
innocent
untainted
saintly
courteous
well-mannered
obedient
trustworthy
upstanding
upright
respectable
gallant
benevolent

A Deed is ...

praiseworthy
laudable
commendable
admirable
credible

An Idea Is ...

brilliant
ingenious
resourceful
inventive
creative
innovative
imaginative

Great

terrific
superior
extraordinary
marvelous
excellent
super
wonderful
magnificent
splendid
exemplary
awesome
fascinating
superb
glorious
spectacular
capital
first-rate
topnotch
top quality
select
unequaled
unparalleled
outstanding
unrivaled
exquisite
majestic
refreshing

Acceptable

agreeable
satisfactory
presentable
tolerable
all right
pleasant
pleasing

Good for You

wholesome
nutritious
beneficial
favorable
advantageous
worthwhile
profitable

Food

delicious
delectable
scrumptious
flavorful
tasty
appetizing
yummy
savory
mouth-watering
luscious
succulent

Special

cherished
idolized
prized
esteemed
held dear
revered
adored

Sounds

melodious
sweet
harmonious
golden
catchy
clear
pleasant
flowing
glorious
heavenly

Skilled

capable
accomplished
efficient
effective
knowledgeable
qualified
adept
adroit
proficient
expert
experienced
productive

Add Your Own

SIGHT

angular	feathery	metallic	tangled
ashen	fiery	muddy	tantalizing
blazing	flat	minute	tapering
blotched	flared	muscular	tawny
brazen	flowery	narrow	tidy
bright	fluffy	neat	top-heavy
brilliant	flushed	ornate	translucent
broad	foamy	opaque	transparent
bubbling	foggy	oval	tubular
bulky	frilled	padded	turbulent
bumpy	fuzzy	pale	twinkling
bushy	furrowed	patterned	twiggy
calm	gigantic	petite	unstained
cascading	glassy	pointed	untidy
clear	glimmering	powdered	vibrant
cluttered	glossy	prickly	wavy
coarse	glowing	pulpy	whirling
colossal	graceful	radiant	winged
colorless	hairy	regal	wiry
congested	hardy	rotund	wrinkled
crimped	hazy	ruffled	
crowded	hideous	scalloped	
curved	immense	scummy	
cylindrical	immeasurable	shaggy	
dainty	imposing	shining	
dark	irregular	shimmering	
dazzling	jutting	skinny	
decorated	jeweled	sleek	
dim	knobbed	sparkling	
dismal	lacy	spiky	
dotted	lavish	splintered	
drab	lean	split	
drenched	leathery	spongy	
dripping	lopsided	steamy	
dull	lumpy	stubby	
dusty	lustrous	stunning	
elegant	massive	sunlit	
erect	matted	spotty	
exotic	messy	swollen	

Decorations: PERSONIFICATION

*The wind itself seemed to be **angry** at the big tree's **stubborn** resistance. It **groaned** and **moaned** as it pushed harder against the wavering top. With one final, grinding, creaking **sigh**, the big sycamore started down.*

From *Where the Red Fern Grows* by Wilson Rawls

Personification gives human characteristics to things or ideas.

To use this decoration, picture an object as a human, or alive. Ask yourself what it would be doing, saying, thinking, or feeling in a given situation.

Practice with Personification

Fill in each blank with words that give the objects human characteristics. Possible answers are below, but try not to look until you have thought of your own.

1. The rocking chair _____ under his weight.
2. The _____ volcano exploded violently.
3. Tires _____ as the race began.
4. The vines _____ at my ankles.
5. Fear _____ us in that house.
6. The gray clouds engulfed the light, _____ the last bit of day.
7. The _____ November trees stood bare and lifeless.
8. Pines _____ under a blanket of snow.

Possible answers: 1. moaned 2. angry 3. screamed (Note: Screech would not be personification.) 4. grabbed or clutched 5. lived with 6. swallowing 7. sad 8. slept