Scenario Cards

Scenario 1: Organizing a Fundraiser

Situation: You're helping organize a class fundraiser, and the to-do list is a mess. Your job is to rewrite the list using a colon to introduce the tasks properly so that it's clear what everyone needs to do.

Original Sentence

The following tasks need to be completed set up the tables, prepare the snack bar, organize the raffle, and decorate the stage.

Your Task

Rewrite the sentence by placing a colon in the correct spot.

Scenario 2: Class Field Trip Request

Situation: You're writing a formal letter to request permission for your class to visit a local science museum. You must format the salutation correctly using a colon in the opening.

Original Sentence

Dear Principal Stevens

Your Task

Rewrite the salutation using a colon and finish the first sentence of your letter.

Scenario 3: Packing for a Camping Trip

Situation: Your class is going on a camping trip, and the packing list needs to be clarified. You need to organize the list of items using a colon to introduce them after a complete sentence.

Original Sentence

For the camping trip, we need to bring sleeping bags, flashlights, tents, and hiking boots.

Your Task

Rewrite the sentence using a colon to introduce the packing list.

Scenario 4: Teacher's Instructions for a Project

Situation: Your teacher has given you a list of materials for your class project, but the instructions are confusing. You need to rewrite the instructions, using a colon after the introductory sentence to make the list clearer.

Original Sentence

For the class project, you'll need these materials poster board, markers, glue, and scissors.

Your Task

Rewrite the sentence using a colon to introduce the list of materials.

Scenario 5: School Play Script

Situation: You're writing a script for the school play, and you need to use colons correctly to show who is speaking. Fix the script so that it's clear which character is speaking in each line.

Original Script

Teacher "Please take your seats, everyone."

Student "What time does the play start?"

Teacher "It starts at 7 p.m., so get ready!"

Your Task

Rewrite the script using colons to introduce the dialogue for each character.

Scenario 6: Letter of Thanks

Situation: Your class wants to write a formal thank-you letter to a local business that donated prizes for your school fundraiser. Start the letter with a correct salutation, using a colon to introduce the message.

Original Sentence

Dear Manager of Sunshine Bakery

Your Task

Rewrite the salutation properly using a colon, then write the first line of the thank-you letter.

Scenario 7: Club Meeting Agenda

Situation: You're organizing the agenda for the next meeting of your school's book club. The list of discussion points needs to be more organized. Use a colon to introduce the list of topics.

Original Sentence:

We will discuss the following at the next meeting our favourite characters, the author's style, predictions for the next book, and upcoming events.

Your Task:

Rewrite the sentence using a colon to introduce the discussion topics for the meeting.

Scenario 8: School Announcement Script

Situation: You're writing an announcement script for the school's PA system. You need to format the dialogue properly by using colons before the person speaking.

Original Script

Principal "Good morning, students. Please pay attention to today's announcements."

Student Council President "We're excited to announce the winners of the talent show!"

Your Task

Rewrite the script using colons to show who is speaking in each line.

Instructions for Students

For each scenario, rewrite the sentences and scripts using colons where appropriate. Pay close attention to whether you're introducing a list, writing a formal letter, or formatting dialogue in a script. Remember that colons should only be used after a complete sentence.

Colon Challenge Worksheet

Name: _____

Date: _____

Instructions

Read each sentence or script below. Rewrite it in the space provided, using colons where necessary to organize lists, format formal letters, and introduce dialogue in scripts. Remember to place the colon after a complete sentence.

Section 1: Colons in Lists

Original Sentence

We need to bring several items to the school event balloons, posters, snacks, and name tags.

Rewrite with Colons:

Original Sentence

For the bake sale, you will need the following ingredients flour, sugar, butter, and chocolate chips.

Rewrite with Colons:

Original Sentence

For the field trip, students should bring pencils, notebooks, lunch, and a water bottle.

Rewrite with Colons:

Section 2: Colons in Formal Letters

Original Salutation

Dear Principal Johnson

Rewrite with a Colon:

Original Salutation

Dear Mrs. Thompson

Rewrite with a Colon:
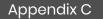
Section 3: Colons in Scripts

Original Script

Teacher "Please be seated."

Student "When does the field trip start?"

Rewrite with a Colon:

Original Script

Coach "Don't forget to bring your gear to practise."

Player "I won't, Coach!"

Rewrite with a Colon:

Section 4: Colons in Lists and Letters

Original Sentence:

The following items must be completed before the event setting up chairs, arranging decorations, and preparing the snack bar.

Rewrite with a Colon:

Original Sentence

Dear Mr. and Mrs. Clark

Rewrite with a Colon:

Script Template

Title of Script: _____

Characters:

1. _____

2. _____

3. _____

4. _____

Instructions

- Write a short dialogue between your characters.

- Use colons correctly to show who is speaking before each line of dialogue.

- Your script can be about any school event, such as preparing for a class party, organizing a field trip, or planning a project.

Script Example

Narrator: The scene opens with students setting up the classroom for a party.

Teacher: Can someone help hang the decorations?

Student 1: I can help! Where do we put the balloons?

Student 2: Let's put them near the windows.

Teacher: Great idea! Don't forget the banner.

Now It's Your Turn!

[Character Name]: _____

[Character Name]: _____

[Character Name]: _____

[Character Name]: _____

[Character Name]: _____

[Character Name]: _____

[Character Name]: _____

[Character Name]: _____

[Character Name]: _____

[Character Name]: _____

[Character Name]: _____

[Character Name]: _____