

I want a pen, pencil, paper and pins.

If you do not work hard, father will be angry.

#### ④ Inverted commas (" ")

They are used to quote the exact words of a person.

He said to me, "you are very intelligent."

#### ⑤ The Apostrophe (')

(a) It is used to show possession

Ram's car, Sanita's bag, children's toys

(b) It is used for contractions

|     |         |   |        |
|-----|---------|---|--------|
| (a) | I am    | : | I'm    |
|     | you are | : | you're |
|     | Do not  | : | Don't  |

#### ⑥ Question Marks. (?)

What are you doing? May I come in?

#### ⑦ The exclamation Mark. (!)

To show sudden feelings

What a good movie!

Hurray! I stood first.

Alas! He failed again.