



Government of **Western Australia**
School Curriculum and Standards Authority

PUNJABI: BACKGROUND LANGUAGE

ATAR course

Year 12 syllabus

Acknowledgement of Country

Kaya. The School Curriculum and Standards Authority (the Authority) acknowledges that our offices are on Whadjuk Noongar boodjar and that we deliver our services on the country of many traditional custodians and language groups throughout Western Australia. The Authority acknowledges the traditional custodians throughout Western Australia and their continuing connection to land, waters and community. We offer our respect to Elders past and present.

Important information

This syllabus is effective from 1 January 2025.

Users of this syllabus are responsible for checking its currency.

Syllabuses are formally reviewed by the School Curriculum and Standards Authority (the Authority) on a cyclical basis, typically every five years.

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Rationale

Communication is a human imperative, involving interaction to convey meaning as well as imagination, creativity and a broad understanding of ourselves and others. Language learning provides the opportunity for students to engage with the linguistic and cultural diversity of the world and its peoples and reflect on their experience in various aspects of social life, including their own participation and ways of being in the world.

Western Australian senior secondary Languages courses, of which Punjabi: Background Language is one, operate from the fundamental principle that, for all students, communicating in two or more languages is a rich, challenging experience of engaging with and participating in the linguistic and cultural diversity of our interconnected world.

Students who study Punjabi in the senior secondary years build on a diverse range of language and intercultural knowledge, understanding and skills gained through previous experiences at school and in the community. The study of Punjabi enables students to engage with a language spoken by approximately 152 million people worldwide. It is the official language of the state of Punjab in India, is primarily spoken in the province of Punjab in Pakistan and is given the status of a second official language in the states of Delhi, Haryana and West Bengal. Punjabi speakers are found in different parts of India and all around the world, including the United States, the United Kingdom, Canada, Australia, the United Arab Emirates, Saudi Arabia, Kenya, Italy, Germany and Malaysia.

As Punjabi is widely spoken in Australia, many opportunities exist to hear and use the language in real-life situations as well as through the Punjabi media in Australia and actual and virtual connections with Punjabi communities in the rest of the world. Proficiency in Punjabi may provide students with enhanced vocational opportunities in domains, such as business, trade, science, law, education, tourism, diplomacy, international relations, health and communications.

The Punjabi: Background Language ATAR course is designed for students who have typically been brought up in a home where Punjabi is used, who have a connection with (or exposure to) the language and culture, and who may engage in some active, but predominantly receptive use of the language at home. These students have some degree of understanding and knowledge of Punjabi. They have received all or most of their formal education in schools where English, or a language other than Punjabi, is the medium of instruction.

Students may have undertaken some study of Punjabi in a community, primary and/or secondary school in Australia. Students may have had formal education in a school where Punjabi is the medium of instruction and may have spent some time in a country where it is a medium of communication.

This course focuses on building on and further developing a student's language capability through engagement with the Punjabi-speaking communities, locally and overseas, and through the study of contemporary texts, topics and issues. It enables students to strengthen their personal connections to the Punjabi language and culture and enhances the development of their bilingual competence and bicultural identity.

The language to be studied and assessed is Modern Standard Punjabi. The official script for Punjabi is *Gurmukhi*, which was standardised in the 16th century. *Gurmukhi* script is not an alphabet, but an

abugida. Punjabi is a tonal language, and the use of correct tone and pitch is significant to producing and pronouncing meaningful words.

The rich linguistic and cultural diversity of Western Australia, to which Punjabi-speaking communities contribute significantly, provide an educational environment where the study of languages and cultures are valued as a unique and integral part of the Western Australian curriculum.

Application for enrolment in a language course

All students wishing to study a Western Australian Certificate of Education (WACE) language course are required to complete an online application for permission to enrol in a WACE language course in the year prior to first enrolment in the course.

Aims

The Punjabi: Background Language ATAR course builds on students' Punjabi language proficiency and knowledge about the cultures of Punjabi-speaking communities. It enables students to:

- interact with others to exchange information, ideas, opinions and experiences in Punjabi
- analyse a range of texts in Punjabi to comprehend and interpret meaning
- apply the skills they have acquired to produce texts in Punjabi to convey information and express ideas, opinions and experiences for specific audiences, purposes and contexts
- strengthen their intercultural communication skills in both the Punjabi and English languages
- improve their understanding of language as a system
- reflect on the relationship between language and culture.

Organisation

This course is organised into a Year 11 syllabus and a Year 12 syllabus. The cognitive complexity of the syllabus content increases from Year 11 to Year 12.

Structure of the syllabus

The Year 12 syllabus is divided into two units which are delivered as a pair. The notional time for the pair of units is 110 class contact hours.

Unit 3

This unit focuses on three topics: Making choices, Culture and the arts, and The changing nature of work. Through these topics, students extend and refine their intercultural and linguistic skills to gain a deeper understanding of the Punjabi language.

Unit 4

This unit focuses on three topics: Making a contribution, Punjabi identity in the international context, and Current global issues. Through these topics, students extend and refine their intercultural and linguistic skills to gain a deeper understanding of the Punjabi language.

Each unit includes:

- a unit description – a short description of the focus of the unit
- unit content – the content to be taught and learned.

Organisation of content

The course content is divided into five content areas:

- Perspectives and topics
- Text types and styles of writing
- Linguistic resources
- Intercultural understandings
- Language learning and communication strategies.

These content areas should not be considered in isolation, but rather holistically as content areas that complement one another, and that are interrelated and interdependent.

Perspectives and topics

Each unit is defined by three perspectives and a set of topics.

The perspectives are:

- personal – explores aspects of the student’s personal world, aspirations, values, opinions, ideas and relationships with others. Students also explore the topic from the perspectives of other people
- community – explores topics from the perspectives of individuals and groups within those communities or the communities as a whole, and develops an understanding of how culture and identity are expressed through language
- global – explores trends and issues as they affect the global community.

Each perspective has a set of topics that promote meaningful communication and enable students to extend their understanding of Punjabi language and culture. The placement of topics under one or more of the three perspectives is intended to provide a specific viewpoint for the teaching and assessment of the topic.

Personal investigation

Students of the Punjabi: Background Language ATAR Year 12 course are required to formally undertake a personal investigation during Unit 3 and Unit 4. The personal investigation is the basis for school-based assessments and the Punjabi: Background Language Practical (oral) examination.

The personal investigation requires students to research a topic, or area of interest, related to one of the topics in Unit 3 or Unit 4. The list of suggested sub-topics in Appendix 2 may assist students in determining the focus of their personal investigation.

The personal investigation is intended to be more than learning a body of facts and reporting on them. It allows students to reflect on their own learning, and their personal and cultural identity in

Punjabi by making links with their heritage. The language skills and intercultural understanding developed through the personal investigation will complement, and be integrated with, those skills and understandings developed in the whole of the course.

For students to be able to explore their area of interest in depth, a range of different texts in Punjabi are to be selected and analysed. The texts that form the basis of this study will depend upon availability of appropriate resources. They could include; for example, film, newspaper articles, songs, documentaries, short stories, extended interviews, excerpts from works of fiction and non-fiction, electronic texts or oral history, either in their original form or adapted. Appropriate texts in English could also be included, but should be a limited aspect of the research.

Teachers will support and guide students in their choice of texts and research. The number of chosen texts depends on their nature and should allow students to explore their chosen area of study in sufficient depth to meet the requirements of the course.

For the Punjabi: Background Language Practical (oral) examination, students discuss with the marker the focus of their personal investigation, referring to the texts and resources used, and can also refer to personal experiences related to the topic.

Prior to the Punjabi: Background Language Practical (oral) examination, students are required to provide to the School Curriculum and Standards Authority a 300-word written summary in Punjabi and an annotated bibliography of three source texts, to demonstrate their knowledge of their area of interest. Schools will be advised of the precise timing and manner of collection prior to each year's Practical (oral) examination.

Text types and styles of writing

In learning a language, it is necessary to engage with and/or produce a wide variety of text types and styles of writing.

Text types are categories of print, spoken, visual or audiovisual text, identified in terms of purpose, audience and features. Text types and textual conventions vary across languages and cultures, and provide information about the society and culture in which they are produced. Students are encouraged to listen to, read and view a range of texts, and need to be provided with opportunities to engage with them.

Styles of writing are the features, patterns and rules of texts which are determined by the text type and the context, audience and purpose of the text. They also include protocols for participating in communication, such as ways of initiating conversations, framing requests, disagreeing and responding. Students are expected to respond to and produce the following styles of writing individually or in combination: descriptive, informative, personal, persuasive and reflective.

In school-based assessments and the ATAR course examinations, students are expected to respond to and/or produce, a range of spoken and written text types in various styles of writing in Punjabi.

Linguistic resources

Linguistic resources are the specific elements of language that are necessary for communication. Acquiring linguistic resources allows for the development of knowledge, skills and understandings relevant to the vocabulary, grammar, and sound and writing systems of Punjabi.

In the Punjabi: Background Language ATAR course, students are required to further develop their knowledge and understanding of the structure of Punjabi. Students will need to use Punjabi at a sophisticated level, with a wide range of vocabulary, and a depth and breadth of language use, particularly to accommodate the language necessary for communication within, and about, the topics.

Intercultural understandings

Intercultural understandings involve developing knowledge, awareness and understanding of one's own culture(s) and language(s), as well as that of the Punjabi-speaking world. The study of the perspectives and topics, text types and styles of writing and linguistic resources will enable the development of intercultural understandings which enhance the ability to communicate, interact and negotiate within and across languages and cultures, and understand oneself and others.

The development of intercultural competence can be described as moving from a stage where students are not aware of, or do not understand or practise, cultural norms, to one where cultural practices are so internalised that the student no longer notices them. Students with a background in the Punjabi language and/or culture already have experience in negotiating between that culture and language and their Australian cultural identity. The Punjabi: Background Language ATAR course provides opportunities for these students to reflect on and analyse cultural practices and norms in an ongoing process of interpretation, self-reflection, comparison and negotiation, and to enable them to learn more about, better understand, and eventually move between their cultures and languages.

Language learning and communication strategies

Language learning and communication strategies are processes, techniques and skills relevant to:

- supporting learning and the acquisition of language
- making meaning from texts
- producing texts
- engaging in spoken interaction.

These strategies support and enhance the development of literacy skills and enable further development of cognitive skills through thinking critically and analytically, solving problems and making connections. Students should be taught these strategies explicitly and be provided with opportunities to practise them.

Representation of the general capabilities

The general capabilities encompass the knowledge, skills, behaviours and dispositions that will assist students to live and work successfully in the twenty-first century. Teachers may find opportunities to incorporate the capabilities into the teaching, learning and assessment program for the Punjabi: Background Language ATAR course. The general capabilities are not assessed unless they are identified within the specified unit content.

Literacy

The Punjabi: Background Language ATAR course develops students' ability to listen to, read, view, create and perform a range of spoken, written and multimodal texts in Punjabi. It provides opportunities for students to move between Punjabi and English to analyse, interpret and reflect on texts. Students convey information, ideas and opinions in a variety of text types and formats. They write Punjabi texts, in different text types and styles of writing, for a range of contexts, purposes and audiences, applying their knowledge of linguistic resources.

For language learners, literacy involves skills and knowledge that need guidance, time and support to develop. These skills include:

- developing an ability to decode and encode from sound to written systems
- mastering grammatical, orthographic and textual conventions
- developing semantic, pragmatic and critical literacy skills.

For learners of Punjabi, literacy development in the language enhances and extends their knowledge and understanding of English literacy, which in turn supports their learning in Punjabi.

Numeracy

Students become numerate as they develop the knowledge and skills to use mathematics confidently across all learning areas at school and in their lives more broadly. Numeracy involves students recognising and understanding the role of mathematics in the world and having the dispositions and capacities to use mathematical knowledge and skills purposefully.

Learning Punjabi affords opportunities for learners to develop, use and understand patterns, order and relationships, and to reinforce concepts such as number, time and space in their own and in different cultural and linguistic systems.

Information and communication technology capability

In the Punjabi: Background Language ATAR course, students develop information and communication technology (ICT) capability as they learn to use ICT effectively and appropriately to access, create and communicate information and ideas, solve problems, and work collaboratively at school and in their lives beyond school. ICT capability involves students in learning to make the most of the technologies available to them, adapting to new ways of doing things as technologies evolve and limiting the risks to themselves and others in a digital environment.

Language learning is enhanced through the use of ICT. Accessing live language environments and texts via digital media extends the boundaries of the classroom and provides opportunities to develop information technology capabilities as well as linguistic and cultural knowledge.

Critical and creative thinking

The Punjabi: Background Language ATAR course develops students' ability to think logically, critically and creatively. It provides opportunities for students to inquire, generate, analyse and reflect on a range of information, ideas and perspectives in spoken and written texts. Students learn how to analyse texts and interpret how the language of texts conveys meaning. They reflect on the thinking and processes used to mediate meaning between languages. They apply their knowledge of language as a system to new contexts and learn to revise and modify texts when considering context, purpose and audience.

As students learn to interact with people from diverse backgrounds, and as they explore and reflect critically, they learn to notice, connect, compare and analyse aspects of Punjabi language and culture. As a result, they develop critical thinking skills as well as analytical and problem-solving skills.

Personal and social capability

The Punjabi: Background Language ATAR course enhances students' personal and social capability as they learn to understand themselves and others and manage their relationships, lives, work and learning more effectively. As they interact with Punjabi speakers in culturally appropriate ways in a range of contexts and situations, they develop an understanding of the importance of communicating in a respectful manner.

In the Punjabi: Background Language ATAR course, learning to interact in a collaborative and respectful manner, being open-minded and recognising that people view and experience the world in different ways are key elements of personal and social competence. Interacting effectively in an additional language and with people of diverse language backgrounds involves negotiating and interpreting meaning in a range of social and cultural situations – essential aspects of learning Punjabi.

Ethical understanding

In learning Punjabi, students learn to acknowledge and value difference in their interactions with others and to develop respect for diverse ways of perceiving and acting in the world. Ethical understanding involves students in building a strong personal and socially oriented ethical outlook that helps them to manage context, conflict and uncertainty, and to develop an awareness of the influence that their values and behaviour have on others.

Intercultural understanding

The Intercultural understanding capability is central to the learning of Punjabi in the Punjabi: Background Language ATAR course as students learn to value their own cultures, languages and beliefs, and those of others. In Punjabi, development of intercultural understanding is a central aim, as it is integral to communicating in the context of diversity, the development of global citizenship and lifelong learning.

Students bring to their learning various preconceptions, assumptions and orientations shaped by their existing language(s) and culture(s) that can be challenged by the new language experience. Learning to move between existing and new languages and cultures is integral to language learning and is the key to the development of students' intercultural capability.

By learning a new language, students are able to notice, compare and reflect on things previously taken for granted. This allows them to explore their own linguistic, social and cultural practices as well as those associated with the new language. They begin to see the complexity, variability and sometimes the contradictions involved in using language.

Learning Punjabi is an enriching and cumulative process that broadens students' communicative repertoire, providing additional resources for interpreting and making meaning. Students come to realise that interactions between different people through the use of different languages also involve interactions between the different kinds of knowledge, understanding and values that are articulated through language(s) and culture(s). They realise that successful intercultural communication is not only determined by what they do or say, but also by what members of the other language and culture understand from what they do or say.

Learning to move between languages and cultures is integral to language learning and is the key to the development of students' intercultural understanding.

Intercultural understandings is one of the five content areas of this course.

Representation of the cross-curriculum priorities

The cross-curriculum priorities address the contemporary issues which students face in a globalised world. Teachers may find opportunities to incorporate the priorities into the teaching and learning program for the Punjabi: Background Language ATAR course. The cross-curriculum priorities are not assessed unless they are identified within the specified unit content.

Aboriginal and Torres Strait Islander histories and cultures

The study of Languages recognises the interrelationship of languages, identities and cultures across languages, including Aboriginal and Torres Strait Islander languages, and develops an understanding of concepts related to the linguistic landscape of Australia. The Punjabi: Background Language ATAR course, along with the Aboriginal and Torres Strait Islander histories and cultures priority, enables students to develop knowledge and understanding by engaging them with the languages and cultures of Australia.

By exploring and reflecting on the interrelationship between language, culture and identity, students are provided with opportunities to understand that the ways in which people use language reflect the values and beliefs of their respective communities, including Australia's rich and diverse Aboriginal and Torres Strait Islander communities. The knowledge and understanding gained through this priority will enhance the ability of young people to participate positively in the ongoing development of Australia.

Asia and Australia's engagement with Asia

In Languages, students are able to learn languages of the Asian region, learning to communicate and interact in interculturally appropriate ways and exploring concepts, experiences and perspectives from within and across Asian cultures.

In all the languages, the priority of Asia and Australia's engagement with Asia provides opportunities for students to develop an appreciation for the place of Australia within the Asian region, including the interconnections of languages and cultures, peoples and communities, histories and economies.

They learn how Australia is situated within the Asian region and how our national linguistic and cultural identity is continuously evolving locally, regionally and within an international context.

In learning Punjabi, students may engage with a range of texts and concepts related to:

- Asia and Australia's engagement with Asia
- languages and cultures of Asia
- people of Asian heritage within Australia.

Sustainability

The Punjabi: Background Language ATAR course provides a context for students to develop their knowledge and understanding of concepts, perspectives and issues related to sustainability in Punjabi-speaking communities and the world. Students engage with a range of texts to obtain, interpret and present information, ideas and opinions on concepts such as the environment, conservation, social and political change and how language and culture evolve, and develop their knowledge, understanding and skills relating to sustainability within particular unit topics.

Through interacting with others, respectfully negotiating meaning and mutual understanding and reflecting on communication, students can learn to live and work in ways that are both productive and sustainable.

Unit 3

Unit description

In Unit 3, students extend and refine their intercultural and linguistic skills to gain a deeper understanding of the Punjabi language.

Unit content

An understanding of the Year 11 content is assumed knowledge for students in Year 12. It is recommended that students studying Unit 3 and Unit 4 have completed Unit 1 and Unit 2.

This unit includes the knowledge, understandings and skills described below. This is the examinable content.

Perspectives and topics

Unit 3 is organised around three perspectives and a set of three topics. Engaging with the topics from the three different perspectives provides students with opportunities to understand how language is created for particular purposes and how it can be understood differently by different audiences. As a result, students develop the ability to express, in speech and in writing, their own insights and reflections, and compare them with those of others.

Perspectives	Topics
<p>Personal</p> <p>Students explore the topic from their own point of view or from the viewpoint of individuals from Punjabi-speaking communities.</p>	<p>Making choices</p> <p>Students reflect on the significant choices individuals may make in their life or career.</p>
<p>Community</p> <p>Students investigate how the topic relates to groups in Punjabi-speaking communities.</p>	<p>Culture and the arts</p> <p>Students investigate culture and the arts in Punjabi-speaking communities.</p>
<p>Global</p> <p>Students examine how the topic impacts the global community.</p>	<p>The changing nature of work</p> <p>Students examine how advances in communication technologies and changes in expectations and aspirations affect future study and employment.</p>

Refer to Appendix 2 for a list of suggested sub-topics for the personal investigation.

Text types and styles of writing

Text types

It is necessary for students to engage with a range of text types. The language that students use to respond to and/or produce a range of text types may be either in Punjabi or English, as specified in each assessment type.

In the external written examination, a range of text types will be included in Responding to texts sections.

For the Written communication section, students will be required to produce text types from the list below.

- account
- article
- blog post
- email
- invitation
- journal entry
- letter
- message
- note
- review
- script – speech, interview, dialogue

Styles of writing

Students should respond to and produce the following range of styles of writing in school-based assessments, individually or in combination: descriptive, informative, personal, persuasive.

Refer to Appendix 3 for details of the features and conventions of the text types and characteristics of the styles of writing.

Linguistic resources

Vocabulary

Vocabulary, phrases and expressions associated with the unit content.

Grammar

Students will be expected to recognise and use the following grammatical items.

Grammatical items	Sub-elements
Adjectives	inflected
	uninflected
Adverbs	emphasis
	simple
Cases	instrumental
	locative
Clauses	adverbial
	appositive
Conjugation	case <ul style="list-style-type: none"> • direct • indirect
Conjunctions	adverbial correlative
Nouns	nouns and verbs
Participles	imperfect adverbial <ul style="list-style-type: none"> • to indicate as soon as • to indicate time • to indicate while
Particles	iteration <ul style="list-style-type: none"> • adverbs • noun†
Postpositions	compound
Pronouns	personal
	possessive
Sentences and phrases	adjectival phrases
	idioms
	nominal phrases
	supplement noun and supplement noun modifier
Tenses	progressive
	subjunctive
Verbs	causative extensions <ul style="list-style-type: none"> • direct • indirect

Grammatical items	Sub-elements
Words	compounds with ਜੋੜਨੀ <ul style="list-style-type: none"> • antonyms • pair of nouns • repetition • synonyms
	homonyms
	one word substitution

† For recognition only

Refer to Appendix 4 for elaborations of grammatical items.

Sound and writing systems

In the Punjabi: Background Language ATAR course, students show understanding and apply knowledge of the Punjabi sound and writing systems to effectively communicate information, ideas and opinions in a variety of situations. They demonstrate an understanding of low, level and high tones as an important element of the Punjabi sound system. They also demonstrate an understanding of the concept of abugida as a Punjabi writing system.

Intercultural understandings

The perspectives and topics, textual conventions of the text types and styles of writing selected, and the linguistic resources for the unit should provide students with opportunities to further develop their linguistic and intercultural competence and enable them to reflect on the ways in which culture influences communication.

Language learning and communication strategies

Language learning and communication strategies taught in this unit will depend on the needs of the students and the learning experiences and/or communication activities. Students should be taught these strategies explicitly and be provided with opportunities to practise them.

Refer to Appendix 5 for a list of language learning and communication strategies.

Dictionaries

Students develop the necessary skills to use dictionaries effectively.

In the written examination, students are permitted to use monolingual and/or bilingual printed dictionaries, in one or two separate volumes.

Unit 4

Unit description

In Unit 4, students extend and refine their intercultural and linguistic skills to gain a deeper understanding of the Punjabi language.

Unit content

This unit builds on the content covered in Unit 3.

This unit includes the knowledge, understandings and skills described below.

Perspectives and topics

Unit 4 is organised around three perspectives and a set of three topics. Engaging with the topics from the different perspectives provides students with opportunities to understand how language is created for particular purposes, and how it can be understood differently by different audiences. As a result, students develop the ability to express, in speech and in writing, their own insights and reflections, and compare them with those of others.

Perspectives	Topics
<p>Personal</p> <p>Students explore the topic from their own point of view or from the viewpoint of individuals from Punjabi-speaking communities.</p>	<p>Making a contribution</p> <p>Students reflect on their role in their communities and explore how they can make a contribution to contemporary society.</p>
<p>Community</p> <p>Students investigate how the topic relates to groups in Punjabi-speaking communities.</p>	<p>Punjabi identity in the international context</p> <p>Students investigate the place of Punjabi-speaking communities in the world, including international migration experiences.</p>
<p>Global</p> <p>Students examine how the topic impacts the global community.</p>	<p>Current global issues</p> <p>Students examine a range of global issues and events and their impact on the individual and society.</p>

Refer to Appendix 2 for a list of suggested sub-topics for the personal investigation.

Text types and styles of writing

Text types

It is necessary for students to engage with a range of text types. The language that students use to respond to and/or produce a range of text types may be either in Punjabi or English, as specified in each assessment type.

In the external written examination, a range of text types will be included in Responding to texts sections.

For the Written communication section, students will be required to produce text types from the list below.

- account
- article
- blog post
- email
- invitation
- journal entry
- letter
- message
- note
- review
- script – speech, interview, dialogue

Styles of writing

Students should respond to and produce the following range of styles of writing in school-based assessments, individually or in combination: informative, persuasive, reflective.

Refer to Appendix 3 for details of the features and conventions of the text types and characteristics of the styles of writing.

Linguistic resources

Vocabulary

Vocabulary, phrases and expressions associated with the unit content.

Grammar

Students will be expected to recognise and use the following grammatical items.

Grammatical items	Sub-elements
Adjectives	modifiers <ul style="list-style-type: none"> • another adjective • emphasis • word ਦਾਂਗ/ਦਾਂਗੁੰ and/or ਵਰਗਾ • word ਵਾਲਾ/ਵਾਲੀ
Adverbs	conjunctive
Cases	ablative
Clauses	participle
	relative
Conjugation	voice <ul style="list-style-type: none"> • active • passive
Conjunctions	pronominal correlative
Nouns	modifier <ul style="list-style-type: none"> • postpositions • verbs
Participles	compound
	perfect
Particles	iteration <ul style="list-style-type: none"> • adjectives • imperfect participles
Postpositions	inflected
	uninflected
Sentences and phrases	adverbial phrases
	proverbs
	verbal phrases
	verb and verb modifier
Tenses	conditional
	perfect
Verbs	conjunct
Voice	passive

Grammatical items	Sub-elements
Words	compound words with ਜੋੜਨੀ <ul style="list-style-type: none"> • pair of meaningful and meaningless words • Urdu-Persian words
	using prefixes to create antonyms

Refer to Appendix 4 for elaborations of grammatical items.

Sound and writing systems

In the Punjabi: Background Language ATAR course, students show understanding and apply knowledge of the Punjabi sound and writing systems to effectively communicate information, ideas and opinions in a variety of situations. They demonstrate an understanding of low, level and high tones as an important element of the Punjabi sound system. They also demonstrate an understanding of the concept of abugida as a Punjabi writing system.

Intercultural understandings

The perspectives and topics, textual conventions of the text types and styles of writing selected, and linguistic resources for the unit should provide students with opportunities to further develop their linguistic and intercultural competence and enable them to reflect on the ways in which culture influences communication.

Language learning and communication strategies

Language learning and communication strategies taught in this unit will depend on the needs of the students and the learning experiences and/or communication activities. Students should be taught these strategies explicitly and be provided with opportunities to practise them.

Refer to Appendix 5 for a list of language learning and communication strategies.

Dictionaries

Students develop the necessary skills to use dictionaries effectively.

In the written examination, students are permitted to use monolingual and/or bilingual printed dictionaries, in one or two separate volumes.

Assessment

Assessment is an integral part of teaching and learning that in the senior secondary years:

- provides evidence of student achievement
- identifies opportunities for further learning
- connects to the standards described for the course
- contributes to the recognition of student achievement.

Assessment for learning (formative) and assessment of learning (summative) enable teachers to gather evidence to support students and make judgements about student achievement. These are not necessarily discrete approaches and may be used individually or together, and formally or informally.

Formative assessment involves a range of informal and formal assessment procedures used by teachers during the learning process to improve student achievement and to guide teaching and learning activities. It often involves qualitative feedback (rather than scores) for both students and teachers, which focuses on the details of specific knowledge and skills that are being learnt.

Summative assessment involves assessment procedures that aim to determine students' learning at a particular time; for example, when reporting against the standards or after completion of a unit or units. These assessments should be limited in number and made clear to students through the assessment outline.

Appropriate assessment of student work in this course is underpinned by reference to a set of pre-determined course standards. These standards describe the level of achievement required to achieve each grade from A to E. Teachers use these standards to determine how well a student has demonstrated their learning.

Where relevant, higher order cognitive skills (e.g. application, analysis, evaluation and synthesis) and the general capabilities should be included in the assessment of student achievement in this course. All assessment should be consistent with the requirements identified in the course assessment table.

Assessment should not generate workload and/or stress that, under fair and reasonable circumstances, would unduly diminish the performance of students.

School-based assessment

The *Western Australian Certificate of Education (WACE) Manual* contains essential information on principles, policies and procedures for school-based assessment that must be read in conjunction with this syllabus.

School-based assessment involves teachers gathering, describing and quantifying information about student achievement.

Teachers design school-based assessment tasks to meet the needs of students. As outlined in the *WACE Manual*, school-based assessment of student achievement in this course must be based on the Principles of Assessment:

- Assessment is an integral part of teaching and learning
- Assessment should be educative
- Assessment must be fair
- Assessment should be designed to meet its specific purpose(s)
- Assessment should lead to informative reporting
- Assessment should lead to school-wide evaluation processes
- Assessment should provide significant data for improvement of teaching practices.

The table below provides details of the assessment types and their weighting for the Punjabi: Background Language ATAR Year 12 syllabus.

Summative assessments in this course must:

- be limited in number to no more than eight tasks
- allow for the assessment of each assessment type at least once over the year/pair of units
- have a minimum value of five per cent of the total school assessment mark
- provide a representative sampling of the syllabus content.

Assessment tasks not administered under test or controlled conditions require appropriate authentication processes.

Assessment table – Year 12

Type of assessment	Weighting	Submitted to the Authority	Weighting for combined mark
Oral communication Interaction with others to exchange information, ideas, opinions and/or experiences in spoken Punjabi. Typically, these tasks are administered under test conditions.	50%	100% Practical	35% Practical
Examination Practical (oral) examination Typically conducted at the end of each semester and/or unit and reflecting the examination design brief for this syllabus.	50%		
Written examination Typically conducted at the end of each semester and/or unit and reflecting the examination design brief for this syllabus.	50%	100% Written	65% Written
Written communication Production of written texts to express information, ideas, opinions and/or experiences in Punjabi. Questions specify the context, purpose, audience, text type and style of writing. Typically, these tasks are administered under test conditions.	20%		
Responding to texts Comprehension and interpretation of spoken and printed texts in Punjabi. Texts represent different text types and styles of writing. Questions for spoken and printed texts are either phrased in Punjabi and English for responses in English or phrased in Punjabi and English for responses in Punjabi, depending on the requirements of the question. Typically, these tasks are administered under test conditions.	30%		

Teachers must use the assessment table to develop an assessment outline for the pair of units.

The assessment outline must:

- include a set of assessment tasks
- include a general description of each task
- indicate the unit content to be assessed
- indicate a weighting for each task and each assessment type
- include the approximate timing of each task (for example, the week the task is conducted or the issue and submission dates for an extended task).

Reporting

Schools report student achievement underpinned by a set of pre-determined standards, using the following grades:

Grade	Interpretation
A	Excellent achievement
B	High achievement
C	Satisfactory achievement
D	Limited achievement
E	Very low achievement

The grade descriptions for the Punjabi: Background Language ATAR Year 12 syllabus are provided in Appendix 1. They are used to support the allocation of a grade. They can also be accessed, together with annotated work samples, on the course page of the Authority website (www.scsa.wa.edu.au).

To be assigned a grade, a student must have had the opportunity to complete the education program, including the assessment program (unless the school accepts that there are exceptional and justifiable circumstances).

Refer to the *WACE Manual* for further information about the use of a ranked list in the process of assigning grades.

The grade is determined by reference to the standard, not allocated on the basis of a pre-determined range of marks (cut-offs).

ATAR course examination

All students enrolled in the Punjabi: Background Language ATAR Year 12 course are required to sit the ATAR course examination. The examination is based on a representative sampling of the content for Unit 3 and Unit 4. Details of the written ATAR course examination are prescribed in the examination design briefs on the following pages.

Refer to the *WACE Manual* for further information.

Practical (oral) examination design brief – Year 12

Time allocated Examination: 12–15 minutes

Provided by the candidate *Personalised practical examination timetable*

Section	Supporting information
<p>Discussion of personal investigation 100% of the practical examination</p> <p>Approximate duration: 12–15 minutes</p>	<p>The candidate introduces the focus of the personal investigation in Punjabi, in approximately two minutes.</p> <p>The marker then asks questions in Punjabi to provide the candidate with the opportunity to discuss, in Punjabi, the focus of the personal investigation, referring to the source texts identified by the candidate.</p>

Written examination design brief – Year 12

Time allowed

Reading time before commencing work: ten minutes

Working time for paper: two and a half hours

Permissible items

Standard items: pens (blue/black preferred), pencils (including coloured), sharpener, correction fluid/tape, eraser, ruler, highlighters

Special items: monolingual and/or bilingual print dictionaries

Note: dictionaries must not contain any notes or other marks. No electronic dictionaries are allowed.

Section	Supporting information
<p>Section One</p> <p>Listening and responding</p> <p>30% of the written examination</p> <p>Part A: Listening and responding in English (15%)</p> <p>One spoken text in Punjabi</p> <p>1–2 questions</p> <p>Suggested working time: 20 minutes</p> <p>Part B: Listening and responding in Punjabi (15%)</p> <p>One spoken text Punjabi</p> <p>1–2 questions</p> <p>Suggested working time: 20 minutes</p>	<p>The spoken texts are drawn from a range of text types and styles of writing.</p> <p>The spoken texts are read twice. There is a pause between the readings, and a longer pause after the second reading, to allow the candidate to respond to questions. The candidate can respond to the questions at any time once the playing of the recording commences.</p> <p>In Part A, questions are in Punjabi and English and require a response in English.</p> <p>In Part B, questions are in Punjabi and English and require a response in Punjabi.</p> <p>The questions require candidates to extract, summarise and/or evaluate information from the spoken texts, in their responses. The length of the responses depends on the nature of the text and the requirements of the question and is in the range of 50 to 120 words.</p>
<p>Section Two</p> <p>Reading and responding</p> <p>30% of the written examination</p> <p>Part A: Reading and responding in English (10%)</p> <p>One print text in Punjabi</p> <p>2–3 questions</p> <p>Suggested working time: 25 minutes</p> <p>Part B: Reading and responding in Punjabi (20%)</p> <p>Two print texts in Punjabi</p> <p>One question per text</p> <p>Suggested working time: 45 minutes</p>	<p>The print texts are drawn from a range of text types and styles of writing.</p> <p>The questions require candidates to extract, summarise and/or evaluate information from the print texts, in their responses.</p> <p>The length of the responses depends on the nature of the text and the requirements of the question.</p> <p>In Part A, questions are in Punjabi and English and require responses in English. In total, the approximate number of words required for this part is 150.</p> <p>In Part B, questions are in Punjabi and English and require the production of a specified text type and style of writing in Punjabi. Responses are in the range of 120 to 150 words per question.</p>

Section	Supporting information
Section Three Writing in Punjabi 40% of the written examination One question from a choice of two Suggested working time: 40 minutes	The questions require the production of a specified text type and style of writing, drawn from those prescribed in the syllabus. Questions are in Punjabi and English, and the candidate responds in Punjabi in approximately 350 words.

Appendix 1 – Grade descriptions Year 12

A	<p>Written production and oral production</p> <p>Manipulates Punjabi authentically and effectively to communicate a range of ideas and opinions relevant to context, purpose and audience.</p> <p>Formulates well-structured, logical arguments and substantiates points of view, and shows highly effective use of textual references.</p> <p>Reflects critically on and applies knowledge and understanding of the relationships between language, culture and identity in a bilingual context, where relevant.</p> <p>Uses Punjabi with a high degree of accuracy, clarity and flexibility, and uses vocabulary and language conventions effectively.</p> <p>Conveys meaning successfully and fluently, with possible influence of accent/dialect evident in pronunciation, choice of vocabulary or sentence structure.</p> <p>Structures and sequences ideas and information effectively and coherently.</p>
	<p>Comprehension</p> <p>Competently summarises all key points, synthesises information and nuances in texts, and provides detailed and insightful analysis.</p>
B	<p>Written production and oral production</p> <p>Manipulates Punjabi effectively to communicate a range of ideas and opinions relevant to context, purpose and audience.</p> <p>Formulates well-structured, logical arguments and justifies points of view, and shows effective use of textual references.</p> <p>Reflects on and applies knowledge and understanding of the relationships between language, culture and identity in a bilingual context, where relevant.</p> <p>Uses Punjabi with a high degree of accuracy and uses vocabulary and language conventions effectively.</p> <p>Conveys meaning effectively and fluently, with possible influence of accent/dialect evident.</p> <p>Organises and expresses ideas and information clearly and logically.</p>
	<p>Comprehension</p> <p>Summarises and synthesises key points, details and nuances in texts, and provides detailed analysis with some insight and interpretation.</p>

C	<p>Written production and oral production</p> <p>Uses Punjabi mostly effectively to communicate ideas and opinions relevant to context, purpose and audience.</p> <p>Provides supporting information and makes textual references to justify a point of view.</p> <p>Applies some knowledge and understanding of the relationships between language, culture and identity in a bilingual context.</p> <p>Uses vocabulary and language conventions mostly accurately.</p> <p>Conveys meaning accurately, with some influence of accent/dialect evident.</p> <p>Shows some organisation and sequencing of ideas and information.</p>
	<p>Comprehension</p> <p>Extracts and synthesises in detail most relevant information in texts, providing some analysis and interpretation.</p>
D	<p>Written production and oral production</p> <p>Communicates simple, personal ideas and opinions in Punjabi.</p> <p>Demonstrates some ability to express and support a point of view relying on simple vocabulary and language conventions.</p> <p>Shows some awareness of the relationships between language, culture and identity in a bilingual context.</p> <p>Uses familiar vocabulary, simple sentence structures and learned expressions accurately.</p> <p>Makes errors in pronunciation that affect meaning, clarity or flow.</p> <p>Provides some evidence of the ability to link ideas.</p>
	<p>Comprehension</p> <p>Extracts and summarises some relevant information from texts, with limited analysis and interpretation.</p>
E	<p>Does not meet the requirements of a D grade and/or has completed insufficient assessment tasks to be assigned a higher grade.</p>

Note: grade descriptions are to be refined using validated evidence from assessment samples and feedback from teachers.

Appendix 2 – Suggested sub-topics for the personal investigation in Unit 3 and Unit 4

Students are required to formally undertake a personal investigation during Unit 3 and Unit 4, which is the basis for school-based assessments and the Punjabi: Background Language ATAR course Practical (oral) examinations.

The personal investigation requires students to research a topic or area of interest, related to one of the topics in Unit 3 or Unit 4. The following suggested sub-topics may assist students in determining the focus of their personal investigation. Students may select a different sub-topic.

Perspectives	Unit 3	Unit 4
<p>Personal</p> <p>Students explore the topic from their own point of view or from the viewpoint of individuals from Punjabi-speaking communities.</p>	<p>Making choices</p> <p>Students reflect on the significant choices individuals may make in their life or career.</p> <p>Suggested sub-topics:</p> <ul style="list-style-type: none"> • Personal priorities: extended family/living away from home • Future studies, work or travel/tourism • Addictions/doping in professional sports • The influence of media on individual choice • Career and family • Personal aspirations and family expectations 	<p>Making a contribution</p> <p>Students reflect on their role in their communities and how they can make a contribution to contemporary society.</p> <p>Suggested sub-topics:</p> <ul style="list-style-type: none"> • Personal identity: details, daily life, leisure time • Future goals and aspirations • Making a difference <ul style="list-style-type: none"> ▪ socially ▪ environmentally ▪ politically • The individual's values and responsibilities • Volunteer contribution • Participating in community events

Perspectives	Unit 3	Unit 4
<p>Community</p> <p>Students investigate how the topic relates to groups in the Punjabi-speaking communities.</p>	<p>Culture and the arts</p> <p>Students investigate culture and the arts in Punjabi-speaking communities.</p> <p>Suggested sub-topics:</p> <ul style="list-style-type: none"> • Architecture as national heritage • The arts; for example, fine arts, music, dance, theatre, cinema • Traditional sports • Literature, short stories and folktales • The life and work of a Punjabi-speaking artist/writer/performer/painter/architect/designer/historical figure • The place of culture and the arts on life in Punjabi-speaking communities • The influence of popular culture on Punjabi-speaking people and their identity • Miniature paintings • The impact of the disappearance of historical buildings on the Punjabi-speaking communities • Early 20th century art forms • Punjabi artefacts around the world 	<p>Punjabi identity in the international context</p> <p>Students investigate the place of Punjabi-speaking communities in the world, including international migration experiences.</p> <p>Suggested sub-topics:</p> <ul style="list-style-type: none"> • Antiquity, heritage and language history • Interesting and historical places and important events of Punjabi-speaking countries • Punjabi speakers in the international community • Migration experiences (past and present) • Multicultural integration in the Punjabi-speaking communities and the world • Contribution of Punjabi speakers in the various fields (arts, science, literature and architecture)
<p>Global</p> <p>Students examine how the topic impacts the global community.</p>	<p>The changing nature of work</p> <p>Students examine how advances in communication technologies, changes in expectations and aspirations affect future study and employment.</p> <p>Suggested sub-topics:</p> <ul style="list-style-type: none"> • Careers and opportunities now and in the future • Further education • Technology in education and the workplace • The impact of unemployment • The changing role of men and women at work • Online study and work options • Employment security • Entrepreneurship 	<p>Current global issues</p> <p>Students examine a range of global issues and events and their impact on the individual and society.</p> <p>Suggested sub-topics:</p> <ul style="list-style-type: none"> • The impact of an evolving society on an individual • Health • Education opportunities • Overpopulation • Conflict • Extinction of native languages due to globalisation • Sustainability

Appendix 3 – Text types and styles of writing

These lists are provided to enable a common understanding of the text types and styles of writing for this syllabus.

Text types

Account

In both spoken and written form, accounts retell something that happened: a story. Accounts have a title and are often in the first person. They describe a series of events or experiences and are often presented in a logical manner. At the conclusion, there may be a resolution. Language is either formal or informal, with time words used to connect ideas and action words used to describe events.

Article

Articles consist of a section of text from a newspaper, magazine, web page or other publication. Typically, articles have a title that indicates the content. They are usually in a formal register, and the language in an article can be descriptive, factual, judgemental, emotive or persuasive, depending on the context. Articles develop ideas and opinions and often end with a statement of conclusion or advice to the reader. They may be accompanied by a graphic, if necessary. Articles can be reproduced directly or can be modified to make the language more accessible for students.

Blog post

Web logs (blogs) are basically journals that are available on the internet. Many blogs provide commentary or news on a particular subject; others function more as personal online diaries. Typically, blogs combine text and images, and link to other blogs, web pages and other media related to their topic. Students will generally be required to write a response to a blog (a post). Posts can sometimes use a formal register, but may also be in an informal or colloquial register. The language in a blog post can be descriptive, factual, judgemental, emotive or persuasive, depending on the context.

Conversation

In both spoken and written form, conversations often begin with an exchange of opening salutations, followed by a question or statement and then a two-way sustained interaction. The language is often authentic, informal and conversational in style, sometimes with interjections, incomplete sentences, and pauses and fillers. The register of conversations will often depend on the context and the relationship between participants.

Discussion

In both spoken or written form, discussions are used to present different ideas and opinions on a particular issue or topic. They often use a formal register, but may also be informal. The language of discussions uses comparison and contrast words, linking words and language that indicates judgements and values.

Email

The language of email messages could be formal or informal, depending on the context. A message from one friend to another should be colloquial. A message that is business-related should use a more formal register. Although authentic emails often do not have either a salutation at the beginning, or a signature at the end, they should have both when writing for assessment in order to indicate more clearly the context of the message.

Interview

In both spoken and written form, interviews often begin with an exchange of opening salutations, followed by a question or statement and then a two-way sustained interaction. The language is often authentic, informal and conversational in style, sometimes with interjections, incomplete sentences, and pauses and fillers to maintain the conversation. The register of interviews will often depend on the context and the relationship between participants.

Journal entry

Journal entries record personal reflections, comments, information or experiences of the writer. The language of journal entries should generally be informal and colloquial, and entries are often written in the first person. Entries use subjective language to give a clear sense of the writer's personality and to explain their feelings and emotions. The layout should appear authentic, provide a sense of time and sequence, and possibly include a place name.

Letter

Formal letters are written communication in formal contexts to convey/request information, lodge a complaint or express an opinion. The layout of a formal letter must include the date, the address of the sender and recipient, and a formal greeting and phrase of farewell. The language should be in a formal register, and deal with a business or other specific topic. Common features of a formal letter are the use of objective language, full sentences and paragraphs, frequent use of formulaic language and a logical and cohesive sequence of ideas.

Informal letters are written communication with acquaintances, friends and family, to inform or to amuse. The layout of an informal letter can be less stylised than a formal letter, possibly with only the date, the address of the sender, a casual greeting and a phrase of farewell. The language can be informal and colloquial and the content can be simple and casual. Common features of an informal letter are the use of subjective language, a less complex sentence structure than in formal letters, and a logical and cohesive sequence of ideas.

Message

In both spoken and written form, messages are objects of communication that inform, request, instruct or remind. The written forms are less formal than informal letters and are often used to convey information left on an answering machine, on a mobile phone or in a telephone call. They have a salutation and a signing off, but the content should be brief and to the point, and convey a specific piece of information with little extra detail.

Note

Notes are written to inform, request, instruct or remind. They are less formal than informal letters. Notes have a salutation and a signing off, but the content should be brief and to the point, and convey a specific piece of information with little extra detail.

Report

A report is a short document that classifies and/or describes, focuses on facts and is written to provide information or draw conclusions on a specific topic. It sets out and analyses problems or situations and makes recommendations for actions to be taken in the future. Common elements of a report include descriptions of situations or events, interpretations of situations, evaluation of facts or research results, and recommendations. Usually written in the present tense, the language and structure of reports are formal, factual in nature and include supporting evidence such as statistics or examples.

Review

Reviews are evaluations of works, such as films, songs, musical performances, novels or stories. The plot summary and description of the work or performance form the majority of the review. The language and structure are formal; however, more personal and evaluative comments are often included. A title should be given.

Script – speech, interview, dialogue

Scripts are written forms of speeches, interviews or dialogues that communicate and exchange ideas, information, opinions and experiences. Scripts would generally have only two speakers, possibly an interviewer and an interviewee, but each speaker must be clearly identified. A script often begins with an exchange of opening salutations, followed by a question or statement and then a two-way sustained interaction. The language is often authentic, informal and conversational in style, sometimes with interjections, incomplete sentences and pauses and fillers to maintain the conversation. The language level of scripts will often depend on the context and the relationship between participants.

Styles of writing**Descriptive**

Descriptive writing engages the reader's attention as the writer paints a picture through words to make the reader see what they have seen. The writer uses precisely chosen vocabulary with evocative adjectives and adverbs, similes and metaphors to create a vivid impression of a person, place, object or event, a character or a particular mood or atmosphere. Descriptive writing evokes feelings and attitudes using connotative language. The writing is structured and ordered, using active verbs and varied sentences, at times with sensory descriptions to increase the reader's experience.

Informative

Informative writing conveys information as clearly, comprehensively and accurately as possible. The language should generally be formal and in an objective style with impersonal expressions used. Normally, no particular point of view is conveyed; rather, facts, examples, explanations, analogies and sometimes statistical information, quotations and references are provided as evidence. The language is clear and unambiguous, and information is structured and sequenced logically. The writing contains few adjectives, adverbs and images except as examples or analogies in explanation.

Personal

Personal (expressive) writing refers to various forms of writing used for recording, sharing or describing personal experiences, events or ideas. It establishes a relationship between the writer and the reader and creates a sense of the personality of the writer in the reader's mind. The writer attempts to unravel their feelings or ideas and emphasise ideas, opinions, feelings and impressions rather than factual, objective information. Personal writing is generally composed in the first and/or second person in a subjective, informal style and often includes emotive language.

Persuasive

Persuasive writing aims to convert the reader to a particular point of view or attitude in order to convince them to act or respond in a certain way. The writer attempts to manipulate the reader's emotions and opinions, giving logical reasons and supporting evidence to defend the position or recommend action. The language used may be extravagant, using exaggeration, superlatives, and humour to create a relationship between the writer and the reader.

Reflective

Reflective writing explores opinions or events for greater understanding and tries to convey something personal to the reader. Generally using a personal voice, it allows the writer to examine their own beliefs, values and attitudes. The language used is often emotive, as reflective writing involves personal responses to experiences, events, opinions and situations.

Appendix 4 – Elaborations of grammatical items

Elaborations are examples that accompany the grammatical items and sub-elements. They are intended to assist teachers to understand what is to be taught. They are not intended to be complete or comprehensive but are provided as support only.

Unit 3

Grammatical items	Sub-elements	Elaborations
Adjectives	inflected	ਪੁਰਾਣਾ, ਸੋਹਣਾ, ਪੀਲਾ, ਚੌੜਾ, ਸਾਫ਼-ਸੁਥਰਾ, ਉੱਚਾ, ਵੱਡਾ ਮੋਹਰਾਕਾਸ਼ੀ ਪੰਜਾਬ ਦੀ ਦੇਸੀ ਚਿੱਤਰਕਾਰੀ ਦਾ ਬਹੁਤ ਸੋਹਣਾ ਨਮੂਨਾ ਹੈ।
	uninflected	ਪ੍ਰਚਲਿਤ, ਸੁਆਦ, ਕਮਜ਼ੋਰ, ਨਰਮ, ਮੁਸਕਿਲ, ਦਿਲਚਸਪ, ਦਿਆਲੂ ਅੱਜ-ਕੱਲ੍ਹ ਸਮਕਾਲੀ ਕਲਾਵਾਂ ਕਰਨ ਦਾ ਰੁਝਾਨ ਜ਼ਿਆਦਾ ਪ੍ਰਚਲਿਤ ਹੈ।
Adverbs	emphasis	ਜ਼ਰੂਰ, ਬੇਸ਼ੱਕ, ਬਿਲਕੁਲ, ਬਿਲਕੁਲ ਨਹੀਂ ਬੇਸ਼ੱਕ ਐਨਲਾਈਨ ਪੜ੍ਹਾਈ (ਦੂਰ ਸੰਚਾਰ ਸਿੱਖਿਆ) ਵੱਲ ਨੌਜਵਾਨਾਂ ਦਾ ਝੁਕਾਅ ਵੱਧ ਗਿਆ ਹੈ, ਪਰ ਫਿਰ ਵੀ ਜਮਾਤ ਵਿੱਚ ਆਪਣੇ ਅਧਿਆਪਕਾਂ ਅਤੇ ਬਾਕੀ ਜਮਾਤੀਆਂ ਨਾਲ ਬੈਠ ਕੇ ਪੜ੍ਹਨਾ ਜ਼ਿਆਦਾ ਫ਼ਾਇਦੇਮੰਦ ਹੁੰਦਾ ਹੈ।
	simple	ਅੱਜ, ਕੱਲ੍ਹ, ਅੱਜ-ਕੱਲ੍ਹ, ਭਲਕੇ, ਪਰਸੋਂ, ਤਰਕਾਲੀਂ, ਜਦੋਂ, ਹਰ ਰੋਜ਼, ਹਾੜੀ, ਜਲਦੀ, ਕਾਹਲੀ, ਹੌਲੀ, ਤੇਜ਼-ਤੇਜ਼, ਘੜੀ-ਮੁੜੀ, ਦੂਰ, ਕਈ ਵਾਰ ਸੰਨ ੧੮੧੩ ਤੋਂ ਬਾਦ (ਬਾਅਦ), ਕਸ਼ਮੀਰੀ ਸ਼ਾਲਾਂ ਦੇ ਉਤਪਾਦਨ ਅਤੇ ਵਪਾਰ ਵਿੱਚ ਤੇਜ਼ੀ ਨਾਲ ਵਾਧਾ ਹੋਇਆ।
Cases	instrumental	ਰਾਹੀਂ, ਦੁਆਰਾ, ਨਾਲ ਸ੍ਰੀ ਹਰਿਮੰਦਰ ਸਾਹਿਬ ਜੀ ਨੂੰ ਯੂਨੈਸਕੋ ਦੁਆਰਾ ਵਿਸ਼ਵ ਵਿਰਾਸਤੀ ਸਥਾਨ ਦਾ ਦਰਜਾ ਦਿੱਤਾ ਗਿਆ ਹੈ।
	locative	ਪਰ, ਉੱਪਰ, ਵਿੱਚ, ਤੇ, ਉੱਤੇ, ਅੰਦਰ, ਬਾਹਰ, ਕੋਲ, ਦੂਰ ਉਹ ਆਪਣੇ ਘਰ ਦੇ ਕੋਲ ਸਥਿਤ ਵਿਸ਼ਵ ਵਿਦਿਆਲੇ (ਯੂਨੀਵਰਸਿਟੀ) ਵਿੱਚ ਦਾਖਲਾ ਲੈਣਾ ਚਾਹੁੰਦਾ ਹੈ।
Clauses	adverbial	ਜੇ ਤੁਸੀਂ ਸੂਬੇ ਦੇ ਭੂਗੋਲਿਕ ਤੌਰ ਤੇ ਪਿਛੜੇ ਹੋਏ ਇਲਾਕੇ ਵਿੱਚ ਰਹਿ ਕੇ ਪੜ੍ਹਾਈ ਕਰ ਰਹੇ ਹੋ ਤਾਂ ਸਰਕਾਰ ਦੀ ਵਿਦਿਆਰਥੀ ਯਾਤਰਾ ਸਬਸਿਡੀ ਯੋਜਨਾ ਦਾ ਲਾਭ ਉਠਾ ਸਕਦੇ ਹੋ।
	appositive	ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਜੀ ਦਾ ਸੋਨੇ ਦਾ ਸਿੰਘਾਸਨ, ਜੋ ਵਿਕਟੋਰੀਆ ਅਤੇ ਐਲਬਰਟ ਅਜਾਇਬ ਘਰ ਵਿੱਚ ਪਿਆ ਹੈ, ਕਲਾਕਾਰੀ ਦਾ ਇੱਕ ਵਿਲੱਖਣ ਨਮੂਨਾ ਹੈ।

Grammatical items	Sub-elements	Elaborations
Conjugation	case: <ul style="list-style-type: none"> • direct • indirect 	ਮੇਰਾ ਉਦੇਸ਼ ਹੈ ਕਿ ਮੈਂ ਭਵਿੱਖ ਵਿੱਚ ਪੰਜਾਬੀ ਸਾਹਿਤ ਦੇ ਖੇਤਰ ਵਿੱਚ ਯੋਗਦਾਨ ਪਾਵਾਂ। ਪੰਜਾਬੀ ਸਾਹਿਤ ਦੇ ਖੇਤਰ ਵਿੱਚ ਯੋਗਦਾਨ ਪਾਉਣ ਲਈ ਪੰਜਾਬੀ ਸੱਭਿਆਚਾਰ ਅਤੇ ਇਤਿਹਾਸ ਦੀ ਜਾਣਕਾਰੀ ਹੋਣਾ ਬਹੁਤ ਜ਼ਰੂਰੀ ਹੈ।
Conjunctions	adverbial correlative	ਅੰਤ ਵਿੱਚ, ਆਖਿਰ ਵਿੱਚ, ਇਸ ਲਈ, ਇਸ ਕਰਕੇ, ਤਦੇ ਹੀ, ਹਾਲਾਂਕਿ, ਫਿਰ ਵੀ ਸੰਚਾਰ ਟੈਕਨੋਲੋਜੀ (ਤਕਨਾਲੋਜੀ) ਦੇ ਸਾਧਨਾਂ ਵਿੱਚ ਨਿਰੰਤਰ ਵਿਕਾਸ ਹੋ ਰਿਹਾ ਹੈ, ਇਸ ਕਰਕੇ ਪੜ੍ਹਾਈ ਅਤੇ ਰੁਜ਼ਗਾਰ (ਰੋਜ਼ਗਾਰ) ਕਰਨ ਦੇ ਢੰਗ ਵੀ ਨਿਰੰਤਰ ਬਦਲ ਰਹੇ ਹਨ।
Nouns	nouns and verbs	ਹਾਰ, ਖੇਡ, ਜਿੱਤ, ਸੋਚ, ਬੋਲ, ਛਾਪ, ਪਹੁੰਚ ਅਜੋਕੇ ਸਮੇਂ ਵਿੱਚ ਸੋਸ਼ਲ ਮੀਡਿਆ ਨੈਜਵਾਨਾਂ ਦੀ ਸੋਚ ਦੇ ਹਰ ਪੱਖ ਨੂੰ ਪ੍ਰਭਾਵਿਤ ਕਰ ਰਿਹਾ ਹੈ। ਜਿਹੜੇ ਨੈਜਵਾਨ ਸੋਸ਼ਲ ਮੀਡਿਆ ਤੇ ਬਹੁਤ ਜ਼ਿਆਦਾ ਪ੍ਰਭਾਵਿਤ ਹਨ, ਉਹ ਆਪਣੇ ਜੀਵਨ ਦੇ ਹਰ ਪਹਿਲੂ ਨੂੰ ਸੋਸ਼ਲ ਮੀਡਿਆ ਦੇ ਅਨੁਸਾਰ ਹੀ ਸੋਚਦੇ ਹਨ।
Participles	imperfect adverbial: <ul style="list-style-type: none"> • to indicate as soon as • to indicate time • to indicate while 	ਆਪਣੇ ਮਾਤਾ-ਪਿਤਾ ਤੋਂ ਮਨਜ਼ੂਰੀ ਮਿਲਦਿਆਂ ਹੀ ਉਸਨੇ ਅਗਲੀ ਯੋਜਨਾ ਬਣਾਉਣੀ ਸ਼ੁਰੂ ਕਰ ਦਿੱਤੀ। ਚੰਡੀਗੜ੍ਹ ਸ਼ਹਿਰ ਦੇ ਇਤਿਹਾਸ ਬਾਰੇ ਖੋਜ ਕਰਦਿਆਂ ਮੈਨੂੰ ਛੇ ਮਹਿਨੇ ਹੋ ਗਏ ਹਨ। ਕੰਮ ਦਾ ਅਨੁਭਵ (ਵਰਕ ਪਲੇਸਮੈਂਟ) ਕਰਦੇ-ਕਰਦੇ, ਮੈਨੂੰ ਆਪਣੇ ਅੰਦਰੂਨੀ ਗੁਣਾਂ ਨੂੰ ਨਿਖਾਰਨ ਦਾ ਮੌਕਾ ਮਿਲਿਆ।
Particles	iteration: <ul style="list-style-type: none"> • adverbs • nouns† 	ਮੁੜ ਉਸਾਰੀ ਅਤੇ ਸਾਂਭ-ਸੰਭਾਲ ਦੇ ਨਾਮ ਤੇ ਇਤਿਹਾਸਿਕ ਨਿਸ਼ਾਨੀਆਂ ਨੂੰ ਹੌਲੀ-ਹੌਲੀ ਮਿਟਾਇਆ ਜਾ ਰਿਹਾ ਹੈ। ਥਾਂ-ਥਾਂ ਘੁੰਮ ਕੇ ਉਸਨੇ ਇਹ ਸਾਰੀਆਂ ਵਿਰਾਸਤੀ ਨਿਸ਼ਾਨੀਆਂ ਇਕੱਠੀਆਂ ਕੀਤੀਆਂ ਹਨ।
Postpositions	compound	ਦੇ ਬਾਰੇ, ਦੇ ਅੰਦਰ, ਦੇ ਥੱਲੇ, ਦੇ ਸਾਹਮਣੇ, ਦੇ ਵਿੱਚ, ਦੇ ਵਾਸਤੇ, ਦੇ ਨਾਲ ਆਧੁਨਿਕ ਯੁੱਗ ਵਿੱਚ ਵਿਦਿਆਰਥੀਆਂ ਨੂੰ ਰੋਜ਼ਗਾਰ ਦੇ ਸਾਧਨਾਂ ਬਾਰੇ ਜਾਣਕਾਰੀ ਦੇਣ ਦੇ ਨਾਲ-ਨਾਲ, ਰੋਜ਼ਗਾਰ ਸਥਿਰਤਾ ਬਾਰੇ ਜਾਗਰੂਕ ਕਰਨਾ ਵੀ ਬਹੁਤ ਜ਼ਰੂਰੀ ਹੈ।

Grammatical items	Sub-elements	Elaborations
Pronouns	personal	ਮੈਂ, ਤੂੰ, ਤੁਸੀਂ, ਅਸੀਂ, ਉਹ, ਇਹ ਉਹ ਪੁਰਾਤਨ ਲੋਕ-ਸੰਗੀਤ ਅਤੇ ਸਾਜ਼ਾਂ ਦਾ ਅਧਿਐਨ ਕਰ ਰਹੀ ਹੈ।
	possessive	ਮੇਰਾ, ਤੇਰਾ, ਤੁਹਾਡਾ, ਸਾਡਾ, ਉਸਦਾ, ਉਨ੍ਹਾਂ ਦਾ ਮੇਰੇ ਪਰਿਵਾਰ ਅਤੇ ਅਧਿਆਪਕਾਂ ਦਾ ਮੇਰੇ ਜੀਵਨ ਵਿੱਚ ਬਹੁਤ ਮਹੱਤਵਪੂਰਨ ਯੋਗਦਾਨ ਹੈ।
Sentences and phrases	adjectival phrases	ਵਿਲੱਖਣ ਕਲਾਕਾਰੀ ਨੂੰ ਦਰਸਾਉਂਦੀਆਂ ਬਹੁਤ ਸਾਰੀਆਂ ਵਸਤੂਆਂ ੧੮੪੯ ਤੋਂ ਬਾਦ ਬਰਤਾਨੀਆ ਭੇਜ ਦਿੱਤੀਆਂ ਗਈਆਂ ਸਨ।
	idioms	ਸਿਰ ਖੁਰਕਣ ਦੀ ਵਿਹਲ ਨਾ ਹੋਣੀ, ਕਲਮ ਦਾ ਧਨੀ ਹੋਣਾ, ਪਾਣੀ ਸਿਰੋਂ ਲੰਘਣਾ ਸਲਾਨਾ ਪਰੀਖਿਆ ਦੇ ਸਮੇਂ ਵਿਦਿਆਰਥੀਆਂ ਕੋਲ ਸਿਰ ਖੁਰਕਣ ਦੀ ਵਿਹਲ ਨਹੀਂ ਹੁੰਦੀ।
	nominal phrases	ਸ਼ਾਹੀ ਬੁੰਗੇ, ਬੁੰਗਾ ਸਰਕਾਰ ਅਤੇ ਬੁੰਗਾ ਕੰਵਰ ਨੈਨਿਹਾਲ, ਬਾਕੀ ਸਭ ਬੁੰਗਿਆਂ ਵਿੱਚੋਂ ਆਲੀਸ਼ਾਨ ਸਨ।
	supplement noun and supplement noun modifier	ਭਾਈ ਰਾਮ ਸਿੰਘ ਜੀ ਇੱਕ ਕਲਾ ਇੰਜੀਨੀਅਰ ਸਨ। ਭਾਈ ਰਾਮ ਸਿੰਘ ਜੀ ਵਿਸ਼ਵ ਪ੍ਰਸਿੱਧ ਸਿੱਖ ਕਲਾ ਇੰਜੀਨੀਅਰ ਸਨ।
Moods and tenses	progressive	ਰਹੀ/ਰਿਹਾ ਹੈ/ਹਾਂ, ਰਹੀਆਂ ਹਨ/ਹਾਂ, ਰਹੇ ਹਨ/ਹਾਂ, ਰਹੀ/ਰਿਹਾ ਸੀ, ਰਹੀਆਂ/ਰਹੇ ਸਨ, ਰਹੀ ਹੋਵੇਗੀ, ਰਿਹਾ ਹੋਵੇਗਾ, ਰਹੀਆਂ ਹੋਵਣਗੀਆਂ, ਰਹੇ ਹੋਵਣਗੇ ਬੇਸ਼ੱਕ ਅਜੋਕੇ ਸਮੇਂ ਵਿੱਚ ਤਕਨਾਲੋਜੀ ਹਰ ਕਿੱਤੇ ਵਿੱਚ ਉਤਪਾਦਨ ਦੀ ਦਰ ਵਧਾਉਣ ਵਿੱਚ ਅਹਿਮ ਭੂਮਿਕਾ ਨਿਭਾ ਰਹੀ ਹੈ, ਪਰ ਇਸ ਦੇ ਨਾਲ ਹੀ ਇਹ ਬੇਰੋਜ਼ਗਾਰੀ ਦੀ ਦਰ ਵਿੱਚ ਵਾਧੇ ਦਾ ਵੀ ਮੁੱਖ ਕਾਰਨ ਹੈ।
	subjunctive	ਜਿਹੜੇ ਵਿਦਿਆਰਥੀ ਪੰਜਾਬੀ ਸਾਹਿਤ ਅਤੇ ਵਿਰਸੇ ਵਿੱਚ ਦਿਲਚਸਪੀ ਰੱਖਦੇ ਹਨ, ਉਹ ਚੜ੍ਹਦੇ ਅਤੇ ਲਹਿੰਦੇ ਪੰਜਾਬ ਦੇ ਲਿਖਾਰੀਆਂ ਦੀਆਂ ਰਚਨਾਵਾਂ ਜ਼ਰੂਰ ਪੜ੍ਹਨ।
Verbs	causative extensions: • direct • indirect	ਮਿਲਾਉਣਾ, ਸਿਖਾਉਣਾ, ਕਰਾਉਣਾ, ਭਰਾਉਣਾ, ਬਣਾਉਣਾ ਮਿਲਵਾਉਣਾ, ਸਿਖਵਾਉਣਾ, ਕਰਵਾਉਣਾ, ਭਰਵਾਉਣਾ, ਬਣਵਾਉਣਾ

Grammatical items	Sub-elements	Elaborations
Words	compounds with ਜੋੜਨੀ: <ul style="list-style-type: none"> • antonyms • pair of nouns • repetition • synonyms 	ਅੱਜ-ਕੱਲ੍ਹ, ਸੁਆਲ-ਜਵਾਬ, ਦਿਨ-ਰਾਤ, ਅੱਗੇ-ਪਿਛੇ, ਆਉਣ-ਜਾਣ ਮਾਤਾ-ਪਿਤਾ, ਭੈਣ-ਭਰਾ, (ਸ੍ਰੈ) ਸਵੈ-ਜੀਵਨੀ, ਪਸ਼ੂ-ਪੰਛੀ, ਹੱਡ-ਬੀਤੀ ਉੱਚੀ-ਉੱਚੀ, ਸਵੇਰੇ-ਸਵੇਰੇ, ਵੱਖ-ਵੱਖ, ਹੌਲੀ-ਹੌਲੀ, ਥੋੜ੍ਹਾ-ਥੋੜ੍ਹਾ ਸਾਂਭ-ਸੰਭਾਲ, ਸਾਫ਼-ਸੁਥਰਾ, ਕੰਮ-ਕਾਰ, ਭੰਨ-ਤੇੜ, ਮਾਣ-ਸਨਮਾਨ
	homonyms	ਵਾਰ – ਅੱਜ ਬੁੱਧਵਾਰ ਹੈ। ਪੰਜਾਬ ਬਹੁਤ ਵਾਰ ਉੱਜੜ-ਉੱਜੜ ਕੇ ਵਸਿਆ ਹੈ। ਮਾਂ ਨੇ ਨਵੀਂ ਜੋੜੀ ਦੇ ਸਿਰ ਤੋਂ ਪਾਈ ਵਾਰ ਕੇ ਪੀਤਾ। ਦੁਸ਼ਮਣ ਦੇ ਵਾਰ ਤੋਂ ਬਚਾਉਣ ਲਈ ਕਿਲ੍ਹਾ ਮੁਬਾਰਕ ਦੇ ਦੁਆਲੇ ੩੦ ਮੀਟਰ ਉੱਚੇ ੩੨ ਬੁਰਜ ਬਣਾਏ ਗਏ ਸਨ। ਵਾਰਾਂ ਅਤੇ ਸਿੱਖ ਭਾਈਚਾਰੇ ਦਾ ਆਪਸ ਵਿੱਚ ਬਹੁਤ ਡੂੰਘਾ ਸੰਬੰਧ ਹੈ। ਭਾਈ ਰਾਮ ਸਿੰਘ ਜੀ ਸਿਰਫ਼ ਨਕਸ਼ੇ ਹੀ ਨਹੀਂ ਬਣਾਉਂਦੇ ਸੀ, ਸਗੋਂ ਇੱਟਾਂ ਦੇ ਹਰ ਵਾਰ ਦੀ ਚਿਣਾਈ ਤੋਂ ਲੈ ਕੇ ਇਮਾਰਤ ਦੇ ਬਣਨ ਤੱਕ ਉੱਥੇ ਨਿਗਰਾਨੀ ਰੱਖਦੇ ਸਨ।
	one word substitution	ਜਿਹੜੀ ਗੱਲ ਦੁਨੀਆਂ ਨਾਲ ਬੀਤੀ ਹੋਵੇ – ਜੱਗ-ਬੀਤੀ ਜਿਹੜੀ ਗੱਲ ਆਪ ਨਾਲ ਬੀਤੀ ਹੋਵੇ – ਹੱਡਬੀਤੀ

† For recognition only

Unit 4

Grammatical items	Sub-elements	Elaborations
Adjectives	modifiers: <ul style="list-style-type: none"> another adjective emphasis word ਵਾਂਗ/ਵਾਂਗੂੰ and/or ਵਰਗਾ word ਵਾਲਾ/ਵਾਲੀ 	ਬਹੁਤ ਚੰਗਾ, ਬਹੁਤ ਜ਼ਿਆਦਾ ਚੰਗਾ, ਥੋੜ੍ਹਾ ਚੰਗਾ, ਜ਼ਰਾ ਕੁ ਚੰਗਾ, ਕੁਝ ਕੁ ਚੰਗਾ, ਜ਼ਰਾ ਵੀ ਚੰਗਾ ਬਿਲਕੁਲ/ਬਿਲਕੁਲ ਵੀ – ਬਿਲਕੁਲ ਠੀਕ, ਬਿਲਕੁਲ ਗ਼ਲਤ, ਬਿਲਕੁਲ ਖ਼ਰਾਬ ਸਮੁੰਦਰ ਵਾਂਗੂੰ ਡੂੰਘਾ, ਪਰਬਤ ਵਾਂਗੂੰ ਉੱਚਾ, ਪਾਣੀ ਵਾਂਗ ਪਵਿੱਤਰ ਸੋਨੇ ਵਰਗਾ ਦਿਲ, ਕੋਇਲ ਵਰਗੀ ਮਿੱਠੀ ਬੋਲੀ, ਉਸਦੇ ਵਰਗਾ ਸਹਿਰ ਵਾਲੀ ਗੱਲ, ਤੂਤਾਂ ਵਾਲਾ ਖੂਹ, ਸੱਥ ਵਾਲਾ ਥੱੜਾ ਪੀਣ ਵਾਲਾ ਪਾਣੀ, ਸਬਜ਼ੀ ਵੇਚਣ ਵਾਲਾ ਭਾਈ, ਸਹਿਰ ਜਾਣ ਵਾਲੀ ਸੜਕ
Adverbs	conjunctive	ਇਸ ਲਈ, ਇਸ ਕਰਕੇ, ਤਾਂ ਹੀ, ਤਾਂ ਜੋ, ਇਵੇਂ, ਜਿਵੇਂ, ਜਿਥੇ/ਉਥੇ, ਜਦੋਂ/ਕਦੋਂ, ਕਿਉਂਕਿ, ਜਿਸ ਤਰ੍ਹਾਂ ਲੋਕਾਂ ਵਿੱਚ ਅਲੱਗ-ਅਲੱਗ ਤਰ੍ਹਾਂ ਦੇ ਕੂੜੇ ਅਤੇ ਖ਼ਤਰਨਾਕ ਉਤਪਾਦਾਂ ਦੇ ਨਿਪਟਾਰੇ ਸੰਬੰਧੀ ਜਾਗਰੂਕਤਾ ਨਹੀਂ ਹੈ, ਇਸ ਕਰਕੇ ਬਹੁਤ ਸਾਰੇ ਅਨਚਾਹੇ ਅਤੇ ਖ਼ਤਰਨਾਕ ਉਤਪਾਦ ਲੈਂਡਫਿਲ ਵਿੱਚ ਜਾ ਰਹੇ ਹਨ।
Cases	ablative	ਤੋਂ, ਕੋਲੋਂ, ਵਿੱਚੋਂ, ਵਲੋਂ, ਘਰੋਂ, ਪਿੰਡੋਂ, ਉੱਪਰੋਂ, ਅੰਦਰੋਂ ਸਮਾਜ ਦੇ ਹਰ ਵਰਗ ਦਾ ਪ੍ਰਾਣੀ ਨਿਰੰਤਰ ਹੋ ਰਹੇ ਵਿਕਾਸ ਤੋਂ ਪ੍ਰਭਾਵਿਤ ਹੈ।
Clauses	participle	ਮੈਨੂੰ ਵਾਤਾਵਰਨ ਸਾਂਭ-ਸੰਭਾਲ ਸੰਸਥਾ ਨਾਲ ਵਲੰਟੀਅਰ ਕੰਮ (ਨਿਸ਼ਕਾਮ ਸੇਵਾ) ਕਰਨਾ ਵਧੀਆ ਲੱਗਦਾ ਹੈ। ਸਾਈਬਰ ਅਪਰਾਧ ਵਿੱਚ ਹੋ ਰਹੇ ਵਾਧੇ ਨੂੰ ਦੇਖਦਿਆਂ ਹਰ ਦੇਸ਼ ਦੀ ਸਰਕਾਰ ਠੋਸ ਸਾਇਬਰ ਸੁਰੱਖਿਆ ਪ੍ਰਬੰਧਾਂ ਵੱਲ ਧਿਆਨ ਦੇ ਰਹੀ ਹੈ।
	relative	ਜਿਹੜੀਆਂ ਰਾਜਨੀਤਿਕ ਅਤੇ ਸਮਾਜਿਕ ਸਮੱਸਿਆਵਾਂ ਕਾਰਨ ਨੌਜਵਾਨ ਵਿਦੇਸ਼ਾਂ ਨੂੰ ਪ੍ਰਵਾਸ ਕਰਦੇ ਹਨ, ਉਹਨਾਂ ਵੱਲ ਸਰਕਾਰਾਂ ਨੂੰ ਧਿਆਨ ਦੇਣਾ ਚਾਹੀਦਾ ਹੈ।
Conjugation	voice: <ul style="list-style-type: none"> active passive 	ਪਾਇਆ/ਪਾਏ/ਪਾਈ/ਪਾਈਆਂ, ਕੀਤਾ/ਕੀਤੇ/ਕੀਤੀ/ਕੀਤੀਆਂ ਪਾਇਆ ਗਿਆ/ਪਾਏ ਗਏ/ਪਾਈ ਗਈ/ਪਾਈਆਂ ਗਈਆਂ, ਕੀਤਾ ਗਿਆ/ਕੀਤੇ ਗਏ/ਕੀਤੀ ਗਈ/ਕੀਤੀਆਂ ਗਈਆਂ
Conjunctions	pronominal correlative	ਡਾ. ਨਰਿੰਦਰ ਸਿੰਘ ਕਪਾਨੀ ਜੀ ਉਹ ਸਿੱਖ ਭੌਤਿਕ ਵਿਗਿਆਨੀ ਸਨ, ਜਿਨ੍ਹਾਂ ਨੂੰ ਫਾਈਬਰ ਓਪਟੀਕਸ ਦਾ ਪਿਤਾ ਕਿਹਾ ਜਾਂਦਾ ਹੈ।

Grammatical items	Sub-elements	Elaborations
Nouns	modifier: <ul style="list-style-type: none"> • postpositions • verbs 	ਮਮਤਾ ਦੀ ਮੂਰਤ, ਸੁੰਦਰਤਾ ਦੀ ਮੂਰਤ, ਸਾਦਗੀ ਦਾ ਪ੍ਰਤੀਕ, ਪਿਆਰ ਤੋਂ ਸੱਖਣਾ, ਗਿਆਨ ਨਾਲ ਭਰਪੂਰ ਵੱਧ ਰਹੇ ਰੁਝਾਨ, ਅਲੇਪ ਹੋ ਚੁੱਕੇ ਚਿੰਨ੍ਹ, ਦਿਨੇ-ਦਿਨ ਵੱਧ ਰਹੀ ਅਬਾਦੀ, ਲਗਾਤਾਰ ਵੱਧ ਰਿਹਾ ਤਾਪਮਾਨ
Participles	compound	ਮੂਲ ਕਿਰਿਆ + ਦਾ, ਦੀ, ਦੇ, ਦੀਆਂ + ਹੋਇਆ, ਹੋਏ, ਹੋਈ, ਹੋਈਆਂ ੨੧ ਸਿੱਖ ਸਿਪਾਹੀਆਂ ਨੇ ਬਹਾਦਰੀ ਨਾਲ ਲੜਦੇ ਹੋਏ ਆਪਣੇ ਆਖਰੀ ਸਾਹ ਤੱਕ ਸਾਰਾਗੜ੍ਹੀ ਮੇਰਚਾ ਸੰਭਾਲੀ ਰੱਖਿਆ।
	perfect	ਮੂਲ ਕਿਰਿਆ + ਕੇ ਕਿਸੇ ਵੀ ਕਿੱਤੇ ਵਿੱਚ ਆਪਣਾ ਕੰਮ ਜ਼ਿੰਮੇਵਾਰੀ ਨਾਲ ਕਰਕੇ ਸਮਾਜਿਕ ਉੱਨਤੀ ਵਿੱਚ ਯੋਗਦਾਨ ਪਾਇਆ ਜਾ ਸਕਦਾ ਹੈ।
Particles	iteration: <ul style="list-style-type: none"> • adjectives • imperfect participles 	ਹਰ ਮਨੁੱਖ ਹਰ ਰੋਜ਼ ਥੋੜ੍ਹੀ-ਥੋੜ੍ਹੀ ਮਾਤਰਾ ਵਿੱਚ ਜਾਣੇ-ਅਣਜਾਣੇ ਖ਼ਤਰਨਾਕ ਰਸਾਇਣਾਂ ਦਾ ਸੇਵਨ ਕਰ ਰਿਹਾ ਹੈ। ਬਲਵੰਤ ਗਾਰਗੀ ਦੀਆਂ ਰਚਨਾਵਾਂ ਨੂੰ ਪੜ੍ਹਦੇ-ਪੜ੍ਹਦੇ, ਮੈਨੂੰ ਪੰਜਾਬੀ ਦੇ ਬਹੁਤ ਸਾਰੇ ਠੋਠ ਸ਼ਬਦਾਂ ਦਾ ਪਤਾ ਲੱਗ ਗਿਆ ਹੈ।
	Postpositions	inflected
Sentences and phrases	uninflected	ਹਰੀ ਸਿੰਘ ਨਲੂਆ ਜੀ ਨੂੰ ਪੂਰੀ ਦੁਨੀਆਂ ਵਿੱਚ ਅੱਜ ਤੱਕ ਦੇ ਸਭ ਤੋਂ ਬਹਾਦਰ ਜਰਨੈਲ ਵਜੋਂ ਜਾਣਿਆ ਜਾਂਦਾ ਹੈ।
	adverbial phrases	ਉਹ ਆਪਣੀ ਉਚੇਰੀ ਸਿੱਖਿਆ ਦੇ ਨਾਲ-ਨਾਲ ਸਮਾਜ ਸੇਵੀ ਗਤੀਵਿਧੀਆਂ ਵਿੱਚ ਵੀ ਵੱਧ-ਚੜ੍ਹ ਕੇ ਹਿੱਸਾ ਲੈਂਦਾ ਹੈ।
	proverbs	ਚਾਦਰ ਦੇਖ ਕੇ ਪੈਰ ਪਸਾਰੇ, ਉਠ ਦੇ ਮੂੰਹ ਵਿੱਚ ਜੀਰਾ, ਇੱਕ ਪੰਥ ਦੇ ਕਾਜ
	verbal phrases	ਵਾਯੂ ਮੰਡਲ ਵਿੱਚ ਵੱਧ ਰਿਹਾ ਪ੍ਰਦੂਸ਼ਣ ਸਿਹਤ ਸੰਬੰਧੀ ਸਮੱਸਿਆਵਾਂ ਵੱਧਣ ਦਾ ਮੁੱਖ ਕਾਰਨ ਹੈ।
	verb and verb modifier	ਰਚਨਾਤਮਿਕਤਾ ਵਿਗਿਆਨ, ਕਲਾ, ਸਾਹਿਤ ਅਤੇ ਪਰਿਯੋਜਨਾ ਦਾ ਅੰਗ ਹੈ। ਰਚਨਾਤਮਿਕਤਾ ਵਿਗਿਆਨ, ਕਲਾ, ਸਾਹਿਤ ਅਤੇ ਪਰਿਯੋਜਨਾ ਦਾ ਅਟੁੱਟ ਅੰਗ ਹੈ।

Grammatical items	Sub-elements	Elaborations
Tenses	conditional	ਜੇ ਤੁਸੀਂ ਬਹੁ-ਸੱਭਿਆਚਾਰਕ ਪ੍ਰੋਗਰਾਮ (ਸਮਾਗਮ) ਵਿੱਚ ਪੰਜਾਬੀ ਸੱਭਿਆਚਾਰ ਦਾ ਕੋਈ ਪੱਖ ਪੇਸ਼ ਕਰਨਾ ਚਾਹੁੰਦੇ ਹੋ ਤਾਂ ਪ੍ਰੋਗਰਾਮ ਦੇ ਪ੍ਰਬੰਧਕਾਂ ਨੂੰ ਸੰਪਰਕ ਕਰ ਸਕਦੇ ਹੋ। ਜੇ ਤੁਹਾਡੇ ਕਿਸੇ ਜਾਣਕਾਰ ਜਾਂ ਤੁਹਾਡੇ ਆਪਣੇ ਪਰਿਵਾਰ ਦੇ ਕਿਸੇ ਮੈਂਬਰ ਨੇ ਪਹਿਲੇ ਵਿਸ਼ਵ ਯੁੱਧ ਵਿੱਚ ਭਾਗ ਲਿਆ ਸੀ ਤਾਂ ਪੰਜਾਬ ਡਬਲਯੂ ਡਬਲਯੂ ਇੱਕ ਡਾੱਟ ਕਾਮ ਤੇ ਜਾ ਕੇ ਉਹਨਾਂ ਬਾਰੇ ਖੋਜ ਕਰ ਸਕਦੇ ਹੋ।
	perfect	ਮੋਂਟਰੀਅਲ ਅਜਾਇਬ ਘਰ ਦੀ ਚੌਥੀ ਮੰਜ਼ਿਲ ਦਾ ਇੱਕ ਭਾਗ ਸਿੱਖ ਕਲਾਵਾਂ ਨੂੰ ਸਮਰਪਿਤ ਕੀਤਾ ਗਿਆ ਹੈ। ੨੧ ਜੁਲਾਈ ੧੯੧੬ ਨੂੰ ਬੁਲਾਈ ਗਈ ਇੱਕ ਸਭਾ ਵਿੱਚ ਸਰ ਵਿਲਿਅਮ ਡਿਊਕ ਨੇ ਸਿੱਖ ਪਲਟਨਾਂ ਦੀ ਫਰਾਂਸ, ਮਿਸਰ, ਗੈਲੀਪੋਲੀ, ਪੂਰਬੀ ਅਤੇ ਪੱਛਮੀ ਅਫਰੀਕਾ, ਏਡਨ ਅਤੇ ਮੈਸੋਪੋਟਾਮੀਆ ਵਿੱਚ ਕੀਤੀ ਸ਼ਾਨਦਾਰ ਕਾਰਗੁਜ਼ਾਰੀ ਲਈ ਪ੍ਰਸ਼ੰਸਾ ਕੀਤੀ।
Verbs	conjunct	ਵਿਕਾਸਸ਼ੀਲ ਦੇਸ਼ਾਂ ਵਿੱਚ ੨੦ ਫੀਸਦੀ ਬੱਚੇ ਗਰੀਬੀ ਅਤੇ ਪੜ੍ਹਾਈ ਦੇ ਸਾਧਨ ਦੀ ਘਾਟ ਕਰਕੇ ਸਿੱਖਿਆ ਤੋਂ ਵਾਂਝੇ ਰਹਿ ਜਾਂਦੇ ਹਨ।
Voice	passive	ਜਸਲੀਨ ਕੌਰ ਜੋਸਨ ਨੂੰ ੨੦੩੦ ਦੇ ਮੰਗਲ ਗ੍ਰਹਿ ਮਿਸ਼ਨ (ਮੰਤਵ) ਲਈ ਚੁਣਿਆ ਗਿਆ ਹੈ।
Words	compound words with ਜੋੜਨੀ <ul style="list-style-type: none"> pair of meaningful and meaningless words† Urdu–Persian words 	ਗੋਲ-ਮਟੋਲ, ਰੋਟੀ-ਰਾਟੀ, ਇੱਕ-ਮਿੱਕ, ਪਾਣੀ-ਧਾਣੀ, ਊਲ-ਜਲੂਲ ਮੈਦਾਨੇ-ਜੰਗ, ਕਾਬਿਲੇ-ਤਾਰੀਫ਼, ਸ਼ਾਨ-ਏ-ਪੰਜਾਬ, ਸ਼ੇਰੇ-ਪੰਜਾਬ
	using prefixes to create antonyms	ਨ – ਨਕਾਰਾ, ਨਖਾਲਸ, ਨਖੱਟੂ, ਨਲਾਇਕ, ਨਬਾਲਗ ਬੇ – ਬੇਸਮਝ, ਬੇਹੋਸ, ਬੇਦਾਰ, ਬੇਹਾਲ, ਬੇਘਰ, ਬੇਕਾਰ, ਬੇਅੰਤ

Assumed learning

Before commencing the study of Unit 3 and Unit 4, it is assumed that students have, through prior experience or study, already acquired an understanding of the following Punjabi grammatical items.

Grammatical items	Sub-elements	Elaborations
Adjectives	inflected	ਮਹਿੰਗਾ, ਸਾਡਾ, ਵੱਖਰਾ, ਸ਼ਰਮਿੰਦਾ, ਸੁਹਾਵਣਾ, ਸਾਰਾ, ਬੇਢੰਗਾ ਜੇ ਕੁਦਰਤੀ ਸੋਮਿਆਂ ਦੀ ਸਹੀ ਸਾਂਭ-ਸੰਭਾਲ ਨਾ ਕੀਤੀ ਗਈ ਤਾਂ ਸਾਡੀਆਂ ਆਉਣ ਵਾਲੀਆਂ ਨਸਲਾਂ ਨੂੰ ਗੰਭੀਰ ਪ੍ਰਸ਼ਾਨੀਆਂ ਦਾ ਸਾਹਮਣਾ ਕਰਨਾ ਪਵੇਗਾ।
	genitive pronoun as an adjective	ਮੇਰੇ ਮਾਤਾ-ਪਿਤਾ ਦੀਆਂ ਮੇਰੇ ਤੇ ਬਹੁਤ ਉਮੀਦਾਂ ਹਨ।
	numeral:	
	• cardinal	ਪੰਜ, ਚਾਰ, ਦੋ, ਅੱਠ, ਬਾਰਾਂ, ਵੀਹ ਇਤਿਹਾਸਕਾਰਾਂ ਅਨੁਸਾਰ ਦਰਬਾਰ ਸਾਹਿਬ ਦੇ ਦੁਆਲੇ ਲਗਭਗ ਚੌਰਾਸੀ ਬੁੰਗੇ ਸਥਾਪਿਤ ਸਨ।
	• distributive	ਦੇ-ਦੇ, ਚਾਰ-ਚਾਰ, ਦਸ-ਦਸ, ਇੱਕ-ਇੱਕ ਚਾਰ-ਚਾਰ ਵਿਦਿਆਰਥੀਆਂ ਦੇ ਪੰਜ ਸਮੂਹ ਪੰਜ ਅਲੱਗ-ਅਲੱਗ ਕਿੱਤਿਆਂ ਤੇ ਖੋਜ ਕਰ ਰਹੇ ਹਨ।
	• fractional	ਅੱਧਾ, ਪੇਣਾ, ਸਵਾ, ਚੱਪਾ, ਢਾਈ ਪਿਛਲੇ ਪੰਜ ਸਾਲਾਂ ਵਿੱਚ ਸਿਹਤ ਸੰਬੰਧੀ ਸਮੱਸਿਆਵਾਂ ਵਿੱਚ ਢਾਈ ਗੁਣਾ ਵਾਧਾ ਹੋਇਆ ਹੈ।
	• indefinite	ਬਹੁਤ ਸਾਰੇ, ਕੁਝ, ਕਈ, ਕਿੰਨੇ ਆਧੁਨਿਕ ਅਤੇ ਪੁਰਾਤਨ ਕਲਾ ਕਰਨ ਦੇ ਢੰਗਾਂ ਵਿੱਚ ਬਹੁਤ ਅੰਤਰ ਹੈ।
	• ordinal	ਪਹਿਲਾ, ਤੀਜਾ, ਅੱਠਵਾਂ, ਚੌਥਾ, ਦਸਵਾਂ ਬਾਵਾ ਕਰਤਾਰ ਸਿੰਘ ਪਹਿਲੇ ਸਿੱਖ ਰਸਾਇਣ ਵਿਗਿਆਨੀ ਸਨ।
• totality	ਪੰਜੇ, ਚਾਰੇ, ਦਸੇ, ਅੱਠੇ, ਦੋਵੇਂ, ਦੋਨੇ/ਦੋਨੋਂ ਪ੍ਰੋਫੈਸਰ ਪੂਰਨ ਸਿੰਘ ਦੋਵੇਂ, ਸਾਹਿਤ ਅਤੇ ਵਿਗਿਆਨ ਖੇਤਰਾਂ ਵਿੱਚ ਮਸ਼ਹੂਰ ਸਨ।	
	possessive	ਮੇਰਾ, ਸਾਡਾ, ਤੁਹਾਡਾ, ਤੇਰਾ, ਉਸਦਾ, ਉਹਨਾਂ ਦਾ ਸੋਭਾ ਸਿੰਘ ਮੇਰੇ ਸਭ ਤੋਂ ਮਨਪਸੰਦ ਚਿੱਤਰਕਾਰ ਹਨ।
	qualitative:	
	• comparative	ਵਿਸ਼ਵ ਯੁੱਧਾਂ ਵਿੱਚ ਹਿੱਸਾ ਲੈਣ ਵਾਲੇ ਭਾਰਤੀ ਸਿਪਾਹੀਆਂ ਵਿੱਚ ਪੰਜਾਬੀ ਸਿਪਾਹੀਆਂ ਦੀ ਗਿਣਤੀ ਬਾਕੀ ਸੂਬਿਆਂ ਦੇ ਸਿਪਾਹੀਆਂ ਤੋਂ ਵੱਧ ਸੀ।
	• positive	ਵਿਸ਼ਵ ਯੁੱਧਾਂ ਵਿੱਚ ਹਿੱਸਾ ਲੈਣ ਵਾਲੇ ਭਾਰਤੀ ਸਿਪਾਹੀਆਂ ਵਿੱਚ ਬਹੁਤ ਸਾਰੇ ਸਿਪਾਹੀ ਪੰਜਾਬ ਤੋਂ ਸਨ।
	• superlative	ਵਿਸ਼ਵ ਯੁੱਧਾਂ ਵਿੱਚ ਹਿੱਸਾ ਲੈਣ ਵਾਲੇ ਭਾਰਤੀ ਸਿਪਾਹੀਆਂ ਵਿੱਚ ਸਭ ਤੋਂ ਵੱਧ ਗਿਣਤੀ ਪੰਜਾਬੀ ਸਿਪਾਹੀਆਂ ਦੀ ਸੀ।

Grammatical items	Sub-elements	Elaborations
	uninflected	ਕੁਝ, ਨਿਡਰ, ਅਗਿਆਕਾਰ, ਸ਼ਾਨਦਾਰ, ਮਨਮੋਹਕ, ਅਨੰਦਮਈ, ਸ਼ਾਂਤ ਪੰਜਾਬ ਦੇ ਸ਼ਾਨਦਾਰ ਇਤਿਹਾਸ ਨੂੰ ਕਈ ਪੱਖਾਂ ਤੋਂ ਪੜਚੋਲਿਆ ਜਾ ਸਕਦਾ ਹੈ।
Adverbs	affirmative†	ਅੱਛਾ, ਅੱਛਾ ਜੀ, ਬਹੁਤ ਅੱਛੇ, ਹਾਂਜੀ, ਨਾਂਹ ਜੀ ਹਾਂਜੀ, ਮੈਂ ਇਤਿਹਾਸਕ ਭਵਨਾਂ ਦੀ ਸੰਭਾਲ ਵਿੱਚ ਮਹਾਰਤ ਹਾਸਲ ਕਰਨਾ ਚਾਹੁੰਦੀ ਹਾਂ।
	doubt†	ਸ਼ਾਇਦ, ਲੱਗਦਾ ਹੈ, ਹੋ ਸਕਦਾ ਹੈ ਸ਼ਾਇਦ ਉਹ ਉਚੇਰੀ ਸਿੱਖਿਆ ਲਈ ਵਿਦੇਸ਼ ਜਾਵੇਗਾ।
	frequency	ਇੱਕ ਵਾਰ, ਕਈ ਵਾਰ, ਘੜੀ-ਮੁੜੀ, ਬਾਰ-ਬਾਰ, ਦੁਬਾਰਾ ਇੱਕ ਵਾਰ ਅਜਾਇਬ ਘਰ ਦੇ ਦੌਰੇ ਦੌਰਾਨ ਮੈਨੂੰ ਪੁਰਾਤਨ ਲਘੂ ਚਿੱਤਰ ਦੇਖਣ ਦਾ ਮੌਕਾ ਮਿਲਿਆ ਸੀ।
	manner	ਇਵੇਂ, ਕਿਵੇਂ, ਕਿਸ ਤਰ੍ਹਾਂ, ਇਸ ਤਰ੍ਹਾਂ, ਉਸ ਤਰ੍ਹਾਂ ਹੌਲੀ, ਜਲਦੀ, ਜਿਵੇਂ ਕਿ, ਛੇਤੀ-ਛੇਤੀ ਆਪਣੇ ਨਿੱਘੇ ਸੁਭਾਅ ਕਰਕੇ ਉਸਨੇ ਛੇਤੀ ਹੀ ਸਭ ਦੇ ਦਿਲ ਵਿੱਚ ਜਗ੍ਹਾ ਬਣਾ ਲਈ।
	place	ਇੱਧਰ, ਉੱਧਰ, ਸੱਜੇ, ਉੱਤੇ, ਉੱਪਰ, ਥੱਲੇ, ਦੂਰ, ਸਾਹਮਣੇ, ਨੇੜੇ ਸਕੂਲ ਤੋਂ ਵਾਪਸ ਆ ਕੇ ਉਹ ਆਪਣੇ ਘਰ ਦੇ ਸਾਹਮਣੇ ਵਾਲੇ ਮੈਦਾਨ ਵਿੱਚ ਕਸਰਤ ਕਰਦਾ ਹੈ।
	quantity	ਘੱਟ, ਥੋੜ੍ਹਾ, ਵੱਧ, ਐਨਾ, ਖਚਾਖਚ, ਅੱਧਵਾਟੇ, ਪੂਰੀ ਉਹ ਹਰ ਕੰਮ ਪੂਰੀ ਲਗਨ ਨਾਲ ਕਰਦੀ ਹੈ।
	time	ਅੱਜ, ਭਲਕੇ, ਪਰਸੋਂ, ਉਦੋਂ, ਜਦੋਂ, ਸ਼ਾਮੀ, ਹੁਣ, ਕੁਵੇਲੇ, ਫਿਰ, ਬਾਦ ਵਿੱਚ 1੮੫੩ ਵਿੱਚ ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਦਾ ਸਿਖਾਸਨ ਪਹਿਲਾਂ ਕਲਕੱਤੇ ਤੇ ਫਿਰ ਬਾਦ ਵਿੱਚ ਲੰਡਨ ਨੂੰ ਭੇਜ ਦਿੱਤਾ ਗਿਆ।
Clauses	dependent and independent	ਪੜਚੋਲ ਕਰਨ ਤੋਂ ਪਤਾ ਲੱਗਦਾ ਹੈ ਕਿ ਪੰਜਾਬੀ ਕਲਾਕਾਰਾਂ ਦਾ ਭਾਰਤੀ ਅਤੇ ਅਤੰਰਰਾਸ਼ਟਰੀ ਮਨੋਰੰਜਨ ਦੀ ਦੁਨੀਆਂ ਵਿੱਚ ਬਹੁਤ ਖਾਸ ਸਥਾਨ ਹੈ।
	relative	ਜਿਹੜੇ ਵਿਦਿਆਰਥੀ ਅਨੁਸ਼ਾਸਨ ਅਤੇ ਨੇਮ ਨਾਲ ਪੜ੍ਹਾਈ ਕਰਦੇ ਹਨ, ਸਫਲਤਾ ਉਹਨਾਂ ਦੇ ਪੈਰ ਚੁੰਮਦੀ ਹੈ।
Conjugation	gender and number	ਪੜ੍ਹਦਾ/ਪੜ੍ਹਦੇ/ਪੜ੍ਹਦੀ/ਪੜ੍ਹਦੀਆਂ, ਬਣਾਉਦਾ/ਬਣਾਉਦੇ/ਬਣਾਉਦੀ/ਬਣਾਉਦੀਆਂ
	imperfect participle	ਪੜ੍ਹਾਈ ਦੇ ਨਾਲ-ਨਾਲ ਉਹ ਆਪਣੇ ਵਿਸ਼ਵ ਵਿਦਿਆਲੇ ਦੇ ਕਿਤਾਬ ਘਰ ਵਿੱਚ ਅੰਸ਼ਕਲੀ ਨੈਕਰੀ ਵੀ ਕਰਦੀ ਹੈ।
	irregular perfect participle	ਭਾਸ਼ਾ ਦਿਵਸ ਸਮੇਲਨ ਤੇ ਉਸਨੇ ਵਿਹਾਰਕ ਅਤੇ ਹੋਂਦ ਪੱਖੋਂ ਖਤਰੇ ਵਿੱਚ ਭਾਸ਼ਾਵਾਂ ਤੇ ਭਾਸ਼ਣ ਦਿੱਤਾ।
	regular perfect participle	ਬਿਜਲੀ ਦੇ ਯੰਤਰਾਂ ਦੀ ਵਰਤੋਂ ਵਿੱਚ ਵਾਧਾ ਹੋਣ ਕਰਕੇ ਈ-ਬੁੱਕ ਦੀ ਸਮੱਸਿਆ ਵਿੱਚ ਵੀ ਬਹੁਤ ਵਾਧਾ ਹੋਇਆ ਹੈ।

Grammatical items	Sub-elements	Elaborations
Conjunctions	adverbial	ਅੰਤ ਵਿੱਚ, ਆਖਿਰ ਵਿੱਚ, ਇਸ ਲਈ, ਇਸ ਕਰਕੇ, ਤਦੇ ਹੀ ਸਿੱਖਿਆ ਸਮਾਜਿਕ ਗਤੀਸ਼ੀਲਤਾ ਪ੍ਰਦਾਨ ਕਰਦੀ ਹੈ, ਇਸ ਕਰਕੇ ਉਥੋਂ ਦੇ ਲੋਕ ਪੜ੍ਹਾਈ ਨੂੰ ਬਹੁਤ ਮਹੱਤਤਾ ਦਿੰਦੇ ਹਨ।
	coordinating	ਅਤੇ, ਤੇ, ਪਰ/ਪਰੰਤੂ, ਜਾਂ, ਫਿਰ ਵੀ, ਨਾਲੇ ਵਿੱਦਿਅਕ ਅਧਾਰੇ ਬੱਚਿਆਂ ਨੂੰ ਸਿੱਖਿਆ ਦੇਣ ਵਿੱਚ ਅਤੇ ਉਹਨਾਂ ਦੇ ਨਿੱਜੀ ਵਿਕਾਸ ਵਿੱਚ ਵਿਸ਼ੇਸ਼ ਭੂਮਿਕਾ ਨਿਭਾਉਂਦੇ ਹਨ।
	correlative	ਫਿਰ ਵੀ, ਬੇਸ਼ੱਕ/ਪਰ, ਜਾਂ/ਜਾਂ ਫਿਰ, ਨਾ ਤਾਂ/ਨਾ ਹੀ, ਨਾ ਸਿਰਫ਼/ਬਲਕਿ, ਦੇਵੇਂ/ਅਤੇ, ਭਾਵੇਂ/ਭਾਵੇਂ ਨਾ ਭਾਸ਼ਾ ਸਿਰਫ਼ ਬੋਲ-ਚਾਲ ਅਤੇ ਵਿਚਾਰਾਂ ਦੇ ਅਦਾਨ-ਪ੍ਰਦਾਨ ਦੇ ਕੰਮ ਨਹੀਂ ਆਉਂਦੀ ਬਲਕਿ ਇਹ ਉਸ ਭਾਈਚਾਰੇ ਦੀ ਪਹਿਚਾਣ ਦਾ ਪ੍ਰਤੀਕ ਹੁੰਦੀ ਹੈ।
	subordinating	ਕਿ, ਜਿਹੜਾ, ਜਿਵੇਂ, ਜਦੋਂ, ਕਿਉਂਕਿ, ਤਾਂ, ਤਦੇ ਹੀ, ਤਾਂਕਿ, ਤਾਂ ਜੇ ਲੋਕ-ਗੀਤਾਂ ਅਤੇ ਗਾਥਾਵਾਂ ਨੂੰ ਸਜੀਵ ਰੱਖਣਾ ਬਹੁਤ ਜ਼ਰੂਰੀ ਹੈ ਕਿਉਂਕਿ ਇਹ ਸੱਭਿਆਚਾਰਕ ਜੀਵਨ ਦਾ ਪ੍ਰਤੀਬਿੰਬ ਹੁੰਦੇ ਹਨ।
Mood	conditional	ਜੇ ਉਸਨੂੰ ਪੜ੍ਹਨ ਦੀਆਂ ਸਹੀ ਸਹੂਲਤਾਂ ਮਿਲਦੀਆਂ ਤਾਂ ਉਹ ਹੋਰ ਵਧੀਆ ਅੰਕ ਪ੍ਰਾਪਤ ਕਰ ਸਕਦੀ ਸੀ।
	imperative	ਕੁਦਰਤੀ ਸੋਮਿਆਂ ਦੀ ਵਰਤੋਂ ਸਿਰਫ਼ ਲੋੜ ਅਨੁਸਾਰ ਹੀ ਕਰੋ।
	indicative	ਪਰਿਵਾਰਕ ਕਦਰਾਂ-ਕੀਮਤਾਂ ਅਤੇ ਨਿੱਜੀ ਸਿਧਾਂਤ ਮਨੁੱਖ ਦੀ ਸ਼ਖਸ਼ੀਅਤ ਦਾ ਹਿੱਸਾ ਹੁੰਦੀਆਂ ਹਨ।
	negative – imperative	ਪ੍ਰਦਰਸ਼ਨੀ ਵਿੱਚ ਲੱਗੇ ਚਿੱਤਰਾਂ ਅਤੇ ਹੋਰ ਪੁਰਾਤਨ ਵਸਤੂਆਂ ਨੂੰ ਨਾ ਛੁਹੋ।
	subjunctive – contingent	ਜੇ ਸੰਕਰ ਕਿਸਮਾਂ ਵੱਲ ਲੋਕਾਂ ਦਾ ਰੁਝਾਨ ਨਾ ਵੱਧਦਾ ਤਾਂ ਬਹੁਤ ਸਾਰੀਆਂ ਜੱਦੀ ਫ਼ਸਲਾਂ ਨੂੰ ਖ਼ਤਮ ਹੋਣ ਤੋਂ ਬਚਾਇਆ ਜਾ ਸਕਦਾ ਸੀ।
	subjunctive – presumptive	ਆਪਣੀ ਪੜ੍ਹਾਈ ਖ਼ਤਮ ਕਰਕੇ ਉਹ ਵਿਦੇਸ਼ ਦੀ ਯਾਤਰਾ ਕਰ ਰਹੀ ਹੋਵੇਗੀ।
Nouns	nouns and verbs	ਸੋਚ, ਸਮਝ, ਚੀਕ/ਚੀਖ, ਜਿੱਤ, ਡੱਕ, ਬੰਨ੍ਹ, ਵਾਹ, ਪਾਟ, ਬੀੜ, ਰੋਕ
	nouns to abstract nouns	ਆ – ਸੱਚ/ਸੱਚਾ, ਭਾਰ/ਭਾਰਾ, ਭੁੱਖ/ਭੁੱਖਾ, ਜੂਠ/ਜੂਠਾ ਆਈ – ਸੱਚ/ਸੱਚਾਈ, ਸਖ਼ਤ/ਸਖ਼ਤਾਈ, ਗੋਲ/ਗੋਲਾਈ, ਨਰਮ/ਨਰਮਾਈ, ਸਾਫ਼/ਸਫ਼ਾਈ, ਕੰਮ/ਕਮਾਈ
	nouns to nouns	ਕ – ਸਥਾਨ/ਸਥਾਨਕ, ਰਾਜਨੀਤੀ/ਰਾਜਨੀਤਕ, ਲੇਖ/ਲੇਖਕ, ਇਤਿਹਾਸ/ਇਤਿਹਾਸਕ, ਸੱਭਿਆਚਾਰ/ਸੱਭਿਆਚਾਰਕ ਦਾਰ – ਦੁਕਾਨ/ਦੁਕਾਨਦਾਰ, ਰਿਸ਼ਤੇ/ਰਿਸ਼ਤੇਦਾਰ, ਮਸਾਲਾ/ਮਸਾਲੇਦਾਰ, ਖ਼ਰੀਦ/ਖ਼ਰੀਦਦਾਰ, ਸੇਵਾ/ਸੇਵਾਦਾਰ
	verbs to abstract nouns	ਸ਼ਰਮਾ – ਸ਼ਰਮਸਾਰ, ਕਰ – ਕਰਨੀ, ਘਬਰਾ – ਘਬਰਾਹਟ, ਮੁਸਕਰਾ – ਮੁਸਕਰਾਹਟ, ਸਿੱਖ – ਸਿੱਖਿਆ, ਵੇਖ – ਵਿਖਾਵਾ

Grammatical items	Sub-elements	Elaborations
Participles	adverbial	ਮੂਲ ਕਿਰਿਆ + ਦਿਆਂ ਸਮੁਦੰਰ ਕੰਢੇ ਸਫ਼ਾਈ ਕਰਦਿਆਂ ਮੈਨੂੰ ਇੱਕ ਅਨੋਖੀ ਜਿਹੀ ਚੀਜ਼ ਲੱਭੀ।
	compound	ਮੂਲ ਕਿਰਿਆ + ਦਾ, ਦੇ, ਦੀ, ਦੀਆਂ + ਹੋਇਆ, ਹੋਏ, ਹੋਈ, ਹੋਈਆਂ ਸਥਾਨਕ ਸੰਸਥਾਵਾਂ ਨਾਲ ਵਲੰਟੀਅਰ ਕੰਮ ਕਰਦੇ ਹੋਏ ਉਹਨਾਂ ਨੇ ਗੈਰ-ਪੰਜਾਬੀ ਭਾਈਚਾਰੇ ਦੇ ਦਿਲਾਂ ਵਿੱਚ ਖਾਸ ਜਗ੍ਹਾ ਬਣਾ ਲਈ ਹੈ।
	imperfect	ਮੂਲ ਕਿਰਿਆ + ਦਾ, ਦੇ, ਦਿਆਂ, ਦੀ, ਦੀਆਂ ਧਨੀ ਰਾਮ ਚਾਤ੍ਰਕ ਜੀ ਨੇ ਬੰਬੇ (ਮੁੰਬਈ) ਰਹਿੰਦਿਆਂ ਗੁਰਮੁਖੀ ਛਪਾਈ ਕਲਾ ਵਿੱਚ ਨਿਪੁੰਨਤਾ ਹਾਸਲ ਕੀਤੀ।
	infinite	ਮੂਲ ਕਿਰਿਆ + ਨ, ਣ, ਨਾ, ਣਾ ਭਵਿੱਖ ਵਿੱਚ ਕੁਦਰਤੀ ਕਰੇਪੀਆਂ ਤੋਂ ਬਚਣ ਲਈ ਟਿਕਾਉ ਸਾਧਨਾਂ ਵੱਲ ਵੱਧ ਧਿਆਨ ਦੇਣ ਦੀ ਲੋੜ ਹੈ।
	perfect	ਮੂਲ ਕਿਰਿਆ + ਕੇ ਜ਼ਰੂਰਤਮੰਦਾਂ ਦੀ ਸੇਵਾ ਕਰਕੇ ਮੈਨੂੰ ਚੰਗਾ ਲੱਗਦਾ ਹੈ।
Particles	adverbial	ਤੱਕ, ਭਰ ਜੇ ਅੱਜ ਸਥਾਨਕ ਅਤੇ ਜੱਦੀ ਭਾਸ਼ਾਵਾਂ ਵੱਲ ਧਿਆਨ ਨਾ ਦਿੱਤਾ ਗਿਆ ਤਾਂ ਵਿਸ਼ਵੀਕਰਨ ਕਰਕੇ ਅਗਲੇ ਪੰਜ ਸਾਲਾਂ ਤੱਕ ਬਹੁਤ ਸਾਰੀਆਂ ਜੱਦੀ ਭਾਸ਼ਾਵਾਂ ਅਲੋਪ ਹੋ ਜਾਣਗੀਆਂ।
	emphatic	ਹੀ, ਤੇ, ਕੀ, ਤਾਂ, ਸਹੀ ਆਪਣੀ ਮਿਹਨਤ ਸਦਕਾ ਹੀ ਉਸਨੇ ਸਮਾਜ ਵਿੱਚ ਆਪਣਾ ਨਾਮ ਕਮਾਇਆ ਹੈ।
	negative	ਥੋੜ੍ਹਾ, ਵੀ, ਤਾਂ ਨਹੀ, ਨ, ਨਾ, ਜ਼ਰਾ ਵੀ ਪੜ੍ਹਾਈ ਅਤੇ ਖੇਡਾਂ ਵਿੱਚ ਵਿਅਸਤ ਹੋਣ ਕਰਕੇ ਉਸਨੂੰ ਜ਼ਰਾ ਵੀ ਵਿਹਲ ਨਹੀ ਹੈ।
	vocative	ਉਏ, ਬੱਲਿਆ, ਨੀ, ਅੜਿਏ ਬੱਲਿਆ! ਸਮਾਜ ਵਿੱਚ ਆਪਣੀ ਪਹਿਚਾਣ ਦੀ ਪੁਸ਼ਟੀ ਲਈ ਆਪਣੇ ਵਿਰਸੇ ਨਾਲ ਜੁੜੇ ਰਹਿਣਾ ਬਹੁਤ ਜ਼ਰੂਰੀ ਹੈ।
Postpositions	compound	ਦੇ ਅੰਦਰ, ਦੇ ਬਾਰੇ, ਦੇ ਵਾਸਤੇ, ਦੇ ਸਾਹਮਣੇ, ਦੇ ਨਾਲ, ਦੇ ਥੱਲੇ, ਦੇ ਵਿੱਚ ਉਸਬਰਨ ਮਹਿਲ ਵਿੱਚ ਬਣੇ ਦਰਬਾਰ ਹਾਲ ਦੇ ਅੰਦਰ ਮਹਾਰਾਜਾ ਦਲੀਪ ਸਿੰਘ, ਮੁਨਸ਼ੀ ਅਬਦੁਲ ਕਰੀਮ ਅਤੇ ਭਾਈ ਰਾਮ ਸਿੰਘ ਦੀਆਂ ਤਸਵੀਰਾਂ ਲੱਗੀਆਂ ਹੋਈਆਂ ਹਨ।
	inflected	ਦਾ, ਦੇ, ਦੀ, ਦੀਆਂ, ਨਾਲ, ਕੋਲ, ਸਾਹਮਣੇ ਮੈਂ ਕੱਲ੍ਹ ਨੂੰ ਪੰਜਾਬੀ ਲਲਿਤ ਕਲਾਵਾਂ ਦੀ ਪ੍ਰਦਰਸ਼ਨੀ ਦੇਖਣ ਜਾਣਾ ਹੈ।
	uninflected	ਨੇ, ਨੂੰ, ਲਈ, ਵਾਸਤੇ, ਬਿਨਾਂ ਮਿਲਖਾ ਸਿੰਘ ਨੂੰ ਅੰਤਰਰਾਸ਼ਟਰੀ ਖੇਡ ਜਗਤ ਵਿੱਚ ਫਲਾਇੰਗ ਸਿੱਖ ਦੇ ਨਾਮ ਨਾਲ ਜਾਣਿਆ ਜਾਂਦਾ ਹੈ।

Grammatical items	Sub-elements	Elaborations
	ਸੰਧੀ postpositions	ਸਕੂਲੋਂ, ਵਲੋਂ, ਅੰਦਰੋਂ, ਉਪਰੋਂ, ਸਾਮੀ, ਦੁਪਿਹਰੇ, ਸ਼ਹਿਰੋਂ ਬਾਦ ਵਿੱਚ ਇਹ ਦਾਅਵਾ ਕੀਤਾ ਗਿਆ ਕਿ ਕੋਹਿਨੂਰ ਹੀਰਾ ਤੇਰਾਂ ਸਾਲਾਂ ਮਹਾਰਾਜਾ ਦਲੀਪ ਸਿੰਘ ਵਲੋਂ ਰਾਣੀ ਵਿਕਟੋਰੀਆ ਨੂੰ ਤੋਹਫੇ ਵਜੋਂ ਭੇਟ ਕੀਤਾ ਗਿਆ ਸੀ।
Sentences and phrases	complex	ਇਸ ਤੋਂ ਇਹ ਸਿੱਧ ਹੁੰਦਾ ਹੈ ਕਿ ਪਹਿਲੇ ਸਮਿਆਂ ਵਿੱਚ ਆਉਣ ਵਾਲੇ ਪ੍ਰਵਾਸੀਆਂ ਨੂੰ ਅਜੋਕੇ ਪ੍ਰਵਾਸੀਆਂ ਨਾਲੋਂ ਵੱਧ ਔਕੜਾਂ ਦਾ ਸਾਹਮਣਾ ਕਰਨਾ ਪੈਂਦਾ ਸੀ।
	exocentric – idiom phrases	ਕਿਸਮਤ ਦਾ ਧਨੀ, ਲੱਗਦੇ ਹੱਥ, ਕਿਤਾਬੀ ਕੀੜਾ, ਖੂਹ ਦਾ ਡੱਢੂ
	nominal phrases: • connectives ਤੇ/ਅਤੇ and ਜਾਂ • apposition	ਪ੍ਰੋਫੈਸਰ ਪੂਰਨ ਸਿੰਘ ਜੀ ਨੇ ਪੰਜਾਬੀ ਸਾਹਿਤ ਅਤੇ ਵਿਗਿਆਨ ਵਿੱਚ ਮਹੱਤਵਪੂਰਨ ਯੋਗਦਾਨ ਪਾਇਆ ਗਿਆ ਹੈ। ਫਰਾਂਸ ਦੇ ਛੋਟੇ ਜਿਹੇ ਸ਼ਹਿਰ, ਸੇਂਟ ਟਰੇਪੇਜ ਦਾ ਸਿੱਖ ਇਤਿਹਾਸ ਨਾਲ ਬੜਾ ਡੂੰਘਾ ਸੰਬੰਧ ਹੈ।
	postpositional phrases	ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਦੁਆਰਾ ਬਣਵਾਈਆਂ ਤੇਪਾਂ ਉੱਪਰ ਸ਼ਾਨਦਾਰ ਕਲਾਕਾਰੀ ਦੇ ਨਮੂਨੇ ਮਿਲਦੇ ਹਨ।
	parts (subject + predicate)	ਸ੍ਰੀ ਜਸਵੰਤ ਸਿੰਘ ਗਿੱਲ ਜੀ ਆਪਣੀ ਸੂਝ-ਬੂਝ ਨਾਲ ਰਾਈਗੰਜ ਕੋਲਫੀਲਡ ਵਿੱਚ ਫਸੇ ੬੫ ਖਾਣ ਕਰਮਚਾਰੀਆਂ ਨੂੰ ਸੁਰੱਖਿਅਤ ਬਾਹਰ ਕੱਢ ਲੈ ਆਏ।
	subject and subject modifier	ਕਲਾਕਾਰਾਂ ਦੁਆਰਾ ਬੁੰਗਾਂ ਸਰਕਾਰ ਅਤੇ ਬੁੰਗਾਂ ਨੈਨਿਹਾਲ ਵਿੱਚ ਵਿਲੱਖਣ ਕਲਾਕਾਰੀ ਕੀਤੀ ਗਈ ਸੀ। ਦੇਸ਼ ਅਤੇ ਵਿਦੇਸ਼ ਦੇ ਮਸ਼ਹੂਰ ਕਲਾਕਾਰਾਂ ਦੁਆਰਾ ਬੁੰਗਾਂ ਸਰਕਾਰ ਅਤੇ ਬੁੰਗਾਂ ਨੈਨਿਹਾਲ ਵਿੱਚ ਵਿਲੱਖਣ ਕਲਾਕਾਰੀ ਕੀਤੀ ਗਈ ਸੀ।
	object and object modifier	ਮੈਂ ਆਪਣੇ ਮਿੱਤਰਾਂ ਨਾਲ ਚਲਚਿੱਤਰ (ਫਿਲਮ) ਦੇਖਣ ਜਾਵਾਂਗਾ। ਮੈਂ ਆਪਣੇ ਮਿੱਤਰਾਂ ਨਾਲ ਪੰਜਾਬੀ ਚਲਚਿੱਤਰ (ਫਿਲਮ) ਦੇਖਣ ਜਾਵਾਂਗਾ।
Tenses	future conditional	ਜੇ ਮੈਂ ਲੰਡਨ ਗਿਆ ਤਾਂ ਐਲਬਰਟ ਅਤੇ ਵਿਕਟੋਰੀਆ ਅਜਾਇਬ ਘਰ ਜ਼ਰੂਰ ਜਾਵਾਂਗਾ।
	future perfect	ਉਹ ਕਿੱਤਾ ਸਲਾਹਕਾਰ ਨਾਲ ਆਪਣੀ ਮੁਲਾਕਾਤ ਖ਼ਤਮ ਕਰ ਚੁੱਕੀ ਹੋਵੇਗੀ।
	past conditional	ਜੇ ਲੋਕਾਂ ਵਿੱਚ ਥੋੜ੍ਹੀ ਹੋਰ ਜਾਗਰੂਕਤਾ ਹੁੰਦੀ ਤਾਂ ਇਤਿਹਾਸਕ ਨਿਸ਼ਾਨੀਆਂ ਦੀ ਢਹਿ-ਢੁਹਾਈ ਨੂੰ ਰੋਕਿਆ ਜਾ ਸਕਦਾ ਸੀ।
	past perfect	ਸਾਲ ਸ਼ੁਰੂ ਹੋਣ ਤੋਂ ਪਹਿਲਾਂ ਹੀ, ਮੈਂ ਆਪਣੇ ਟੀਚਿਆਂ ਨੂੰ ਪੂਰਾ ਕਰਨ ਲਈ ਯੋਜਨਾਬੰਦੀ ਕਰ ਚੁੱਕਾ ਸੀ।
	present conditional	ਜੇ ਸਰਕਾਰ ਘਰੇਲੂ ਉਤਪਾਦ ਨੂੰ ਉਤਸ਼ਾਹ ਦੇਵੇ ਤਾਂ ਬੇਰੋਜ਼ਗਾਰੀ ਦੀ ਦਰ ਘੱਟ ਸਕਦੀ ਹੈ।
	present perfect continuous	ਜੰਗਲਾਂ ਦੀ ਅੰਨੇਵਾਹ ਕਟਾਈ ਕਰਕੇ ਭੂਮੀ ਦੇ ਖੁਰਨ ਦੀ ਸਮੱਸਿਆ ਦਿਨ ਪ੍ਰਤੀ ਦਿਨ ਵੱਧ ਰਹੀ ਹੈ।

Grammatical items	Sub-elements	Elaborations
Verbs	conjunct	ਵਕਤ ਨਾਲ ਪੁਰਾਤਨ ਖੇਡਾਂ ਅਲੇਪ ਹੋ ਰਹੀਆਂ ਹਨ।
	copulative	ਅਜੇਕੇ ਸਮੇ ਵਿੱਚ ਸੰਚਾਰ ਸਾਧਨ ਹਰ ਇਨਸਾਨ ਦੀ ਮੁੱਢਲੀ ਜ਼ਰੂਰਤ ਹਨ।
	ditransitive	ਸਾਹਿਤਕਾਰ, ਇਤਿਹਾਸ ਅਤੇ ਸੱਭਿਆਚਾਰ ਸੰਭਾਲਣ ਵਿੱਚ ਮਹੱਤਵਪੂਰਨ ਯੋਗਦਾਨ ਪਾਉਂਦੇ ਹਨ।
	infinitive	ਲਿਖਣ, ਢਾਹੁਣ, ਦੇਖਣ, ਬਣਾਉਣ, ਖੋਜਣ, ਬਚਾਉਣ
	irregular	ਖਾ, ਪੀ, ਸੌ, ਕਰ, ਨਹਾ
	regular	ਬਣਾ, ਸਜਾ, ਪਾ, ਸੁੱਟ, ਰੱਖ, ਰਹਿ, ਖੋਜ
	root	ਚੁਣ, ਦੇਖ, ਬੋਲ, ਖਾ, ਰਹਿ, ਪੜ੍ਹ, ਸਿੱਖ
	verb ਹੋਣਾ (to be)	ਉਸ ਵੇਲੇ ਪੰਜਾਬ ਦੇ ਹਰ ਵਾਸੀ ਲਈ ਕਾਇਦਾ-ਏ-ਨੂਰ ਦੀ ਪੜ੍ਹਾਈ ਜ਼ਰੂਰੀ ਹੁੰਦੀ ਸੀ।
Voice	active	ਉਸਦੇ ਮਾਤਾ-ਪਿਤਾ ਨੇ ਉਸਨੂੰ ਪੂਰਾ ਸਹਿਯੋਗ ਦਿੱਤਾ।
	passive	ਉਸਦੇ ਮਾਤਾ-ਪਿਤਾ ਦੁਆਰਾ ਉਸਨੂੰ ਪੂਰਾ ਸਹਿਯੋਗ ਦਿੱਤਾ ਗਿਆ।
	abstract	ਮੇਲੇ ਵਿੱਚ ਬਹੁਤ ਆਨੰਦ ਆਇਆ।
Words	compound words: • similar adjectives • with ਜੋੜਨੀ	ਥੋੜ੍ਹਾ ਜਿਹਾ, ਥੋੜ੍ਹਾ ਹੋਰ, ਜ਼ਰਾ ਕੁ, ਸੋਹਣਾ ਜਿਹਾ, ਰਤਾ ਕੁ, ਜ਼ਰਾ ਜਿੰਨਾ ਮਾੜਾ-ਮੋਟਾ, ਔਖਾ-ਸੌਖਾ, ਦਿਨੇ-ਦਿਨ, ਹੌਲੀ-ਹੌਲੀ, ਪਸ਼ੂ-ਪੰਛੀ
	position of ਹ in the word	ਨਹਿਰ, ਜਿਹੜਾ, ਬਹੁਤ, ਦੁਪਿਹਰ, ਰਹਿਣ, ਮਿਹਨਤ
	word ਤੇ: • connective • emphatic particle • postposition	ਭੰਗੜਾ ਤੇ ਗਿੱਧਾ ਪੰਜਾਬ ਦੇ ਲੋਕ-ਨਾਚ ਹਨ। ਇਹ ਵੀ ਤੇ ਸਾਡੀ ਹੀ ਜ਼ਿੰਮੇਵਾਰੀ ਬਣਦੀ ਹੈ। ਕਿਲ੍ਹੇ ਦੀ ਛੱਤ ਤੇ ਕੀਤੀ ਮੀਨਾਕਾਰੀ ਬਹੁਤ ਅਨੋਖੀ ਸੀ।

† For recognition only

Appendix 5 – Language learning and communication strategies

Language learning and communication strategies support and enhance the development of literacy skills and enable further development of cognitive skills through thinking critically and analytically, solving problems and making connections.

The following list is not intended to be complete or comprehensive, but is provided as support only. Students should be taught these strategies explicitly and be provided with opportunities to practise them.

Purpose of strategy	Strategies
To support language learning and acquisition	<ul style="list-style-type: none"> • read, listen to and view texts in Punjabi
	<ul style="list-style-type: none"> • connect with a native speaker of the language
	<ul style="list-style-type: none"> • learn vocabulary and set phrases in context
	<ul style="list-style-type: none"> • explain own understanding of a grammar rule or language pattern to someone else
	<ul style="list-style-type: none"> • use a monolingual or bilingual dictionary to locate and translate abbreviations, understand verb information and confirm meaning
	<ul style="list-style-type: none"> • make connections with prior learning
To make meaning from texts	<ul style="list-style-type: none"> • listen and determine essential information from key words
	<ul style="list-style-type: none"> • work out meaning of familiar and unfamiliar language by applying rules
	<ul style="list-style-type: none"> • make links between English and Punjabi texts
	<ul style="list-style-type: none"> • analyse and evaluate information and ideas
	<ul style="list-style-type: none"> • scan texts, highlight key words, and select appropriate information
	<ul style="list-style-type: none"> • recognise the attitude, purpose and intention of a text
	<ul style="list-style-type: none"> • use information in a text to draw conclusions
	<ul style="list-style-type: none"> • summarise text in own words or reorganise and re-present the information
	<ul style="list-style-type: none"> • reflect on cultural meanings, including register and tone
To produce texts	<ul style="list-style-type: none"> • read the question, and determine the topic, audience, purpose, text type and style of writing
	<ul style="list-style-type: none"> • manipulate known elements in a new context to create meaning in written forms
	<ul style="list-style-type: none"> • structure an argument and express ideas and opinions
	<ul style="list-style-type: none"> • use synonyms for variety in sentences, and conjunctions to link sentences
	<ul style="list-style-type: none"> • organise and maintain coherence of the written text
	<ul style="list-style-type: none"> • evaluate and redraft written texts to enhance meaning
	<ul style="list-style-type: none"> • proofread text once written

Purpose of strategy	Strategies
To engage in spoken interaction	<ul style="list-style-type: none">• practise speaking in the language
	<ul style="list-style-type: none">• use oral clues to predict and help with interpreting meaning
	<ul style="list-style-type: none">• ask for clarification and repetition to assist understanding
	<ul style="list-style-type: none">• manipulate known elements in a new context to create meaning in spoken forms
	<ul style="list-style-type: none">• structure an argument and express ideas and opinions
	<ul style="list-style-type: none">• use cohesive devices, apply register and grammar and use repair strategies to practise the language

