

# ENG TERMINOLOGY SURVIVAL KIT

## ENGLISH TERMINOLOGY SURVIVAL KIT

### Types of Publications:

Written	Auditory	Visual
<ul style="list-style-type: none"> <li><input type="radio"/> Novel</li> <li><input type="radio"/> Short Story</li> <li><input type="radio"/> Newspaper article</li> <li><input type="radio"/> Online article</li> <li><input type="radio"/> Graphic novel</li> <li><input type="radio"/> Magazine article</li> <li><input type="radio"/> Essay</li> <li><input type="radio"/> Journal</li> <li><input type="radio"/> Play script / screenplay</li> <li><input type="radio"/> Poem</li> <li><input type="radio"/> Advertisement</li> <li><input type="radio"/> Editorial</li> <li><input type="radio"/> Film / book reviews</li> <li><input type="radio"/> Epic/legend/fairytale etc</li> <li><input type="radio"/> Children's story</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> Podcast</li> <li><input type="radio"/> Live / recorded performance</li> <li><input type="radio"/> Song</li> <li><input type="radio"/> Radio</li> <li><input type="radio"/> Readers theatre</li> <li><input type="radio"/> Speech</li> <li><input type="radio"/> Debate</li> <li><input type="radio"/> Presentation</li> <li><input type="radio"/> Discussions</li> <li><input type="radio"/> Read - aloud</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> Photograph</li> <li><input type="radio"/> Painting</li> <li><input type="radio"/> Sculpture</li> <li><input type="radio"/> Video (film, animation etc)</li> <li><input type="radio"/> Poster</li> <li><input type="radio"/> Theatre performance</li> </ul>

**\*\* Note:** some publications mesh more than one type - a play is both visual and auditory. If more than one type is present in what you are analyzing, you need to note that, as the features of each type differ.

### Modes (the purpose of the piece)

**\*\* Please note that this list is not exhaustive - there are other modes.**

Narrative To entertain	Descriptive To describe	Expository To inform/educate	Argumentative / Persuasive To persuade/ change opinions and/or behaviours	Fiction Modes To entertain
<ul style="list-style-type: none"> <li><input type="radio"/> Short story</li> <li><input type="radio"/> Novel</li> <li><input type="radio"/> Autobiography / biography</li> <li><input type="radio"/> Anecdotes</li> <li><input type="radio"/> Oral histories</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> Poem</li> <li><input type="radio"/> Journal / diary</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> How To's</li> <li><input type="radio"/> Instructions</li> <li><input type="radio"/> Business Letter</li> <li><input type="radio"/> Reports</li> <li><input type="radio"/> Press Release</li> <li><input type="radio"/> News Article</li> <li><input type="radio"/> Non-fiction books</li> <li><input type="radio"/> Magazine article</li> <li><input type="radio"/> Scientific reports and journal articles</li> <li><input type="radio"/> User guides</li> <li><input type="radio"/> Textbooks</li> <li><input type="radio"/> Dictionaries and reference books</li> <li><input type="radio"/> Personal wills</li> <li><input type="radio"/> Letters</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> Editorial</li> <li><input type="radio"/> Opinion Essay</li> <li><input type="radio"/> Advertisement</li> <li><input type="radio"/> Critical review (film, book, art, music, equipment, product etc.)</li> <li><input type="radio"/> Résumé</li> <li><input type="radio"/> Job application</li> <li><input type="radio"/> Letter to the Editor</li> <li><input type="radio"/> Letter of recommendation.</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> Action</li> <li><input type="radio"/> Summary</li> <li><input type="radio"/> Dialogue</li> <li><input type="radio"/> Thoughts / feelings</li> <li><input type="radio"/> Scene / setting</li> <li><input type="radio"/> Description / exposition</li> <li><input type="radio"/> Background</li> <li><input type="radio"/> Transition</li> </ul>

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### Genre

**\*\* This list is a summary of key and common genres. For more extensive details and cross-genres, please see the list sourced from Wikipedia entry, "List of Writing Genres"**

**\*\*\* Where the term "incl." is used below, it connotes "including but not limited to" the items that follow the abbreviation.**

Fiction Genres and Subgenres	Non-fiction Genres and Subgenres
<ul style="list-style-type: none"> <li>○ Humour                             <ul style="list-style-type: none"> <li>* Satire, tragicomedy/dark comedy, comics</li> </ul> </li> <li>○ Children's Literature                             <ul style="list-style-type: none"> <li>* incl. Young adult fiction, children's chapter books, picture books and graphic novels</li> </ul> </li> <li>○ Traditional and Legends                             <ul style="list-style-type: none"> <li>* incl. myths, mythopoeia, fables, folklore, fairytales, and tall tales</li> </ul> </li> <li>○ Thriller / Suspense                             <ul style="list-style-type: none"> <li>* incl. crime, detective, mystery, legal, medical, spy, psychological and political</li> </ul> </li> <li>○ Literature                             <ul style="list-style-type: none"> <li>* incl. classics (widely taught and familiar), literary fiction, realistic fiction, literary nonsense, metafiction, philosophical, political fiction, pulp fiction, tragedy, melodrama, and drama</li> </ul> </li> <li>○ Adventure                             <ul style="list-style-type: none"> <li>* incl. Western, epic, imaginary voyages, quests, lost worlds, apocalyptic, military, espionage, political, and archeological</li> </ul> </li> <li>○ Speculative Fiction                             <ul style="list-style-type: none"> <li>▶ Science Fiction                                     <ul style="list-style-type: none"> <li>* incl. alien invasion, post-apocalyptic, hard science, cyberpunk, steampunk, and space opera</li> </ul> </li> <li>▶ Fantasy                                     <ul style="list-style-type: none"> <li>* incl. magical realism, historical, urban, paranormal, dark, heroic, Sword and Sorcery/High Fantasy, and heroic fantasy</li> </ul> </li> <li>▶ Dystopian worlds, and parallel universe</li> </ul> </li> <li>○ Horror                             <ul style="list-style-type: none"> <li>* incl. splatterpunk, gothic, body horror, ghost stories, monster stories, occult stories, paranormal (vampires, werewolves), and soft sci.</li> </ul> </li> <li>○ Romance                             <ul style="list-style-type: none"> <li>* incl. pulp romance, historical romance, "chick" lit, paranormal and rom com</li> </ul> </li> <li>○ Special Interest                             <ul style="list-style-type: none"> <li>* LGBTQ2+, historical, political, women's men's, fanfic, occupational fiction (Hollywood, lab/ science, legal, medical, sports), religious fiction and culture specific</li> </ul> </li> <li>○ Drama</li> </ul>	<ul style="list-style-type: none"> <li>○ Reference books                             <ul style="list-style-type: none"> <li>* incl. dictionaries, thesauri, encyclopedias, almanacs and atlases</li> </ul> </li> <li>○ Personal stories                             <ul style="list-style-type: none"> <li>* incl. biographies, autobiographies, personal narratives, journals, diaries, memoirs, personal letters, and personal journals</li> </ul> </li> <li>○ Journalism                             <ul style="list-style-type: none"> <li>* incl. news reports, magazine articles and features, critiques and reviews, editorials, true crime, commentary and documentary pieces</li> </ul> </li> <li>○ Reports                             <ul style="list-style-type: none"> <li>* incl. scientific, data and research, marketing, sociological, research summaries and medical</li> </ul> </li> <li>○ Legal documents                             <ul style="list-style-type: none"> <li>○ incl. legal opinions, reports, treaties, declarations and/or case studies</li> </ul> </li> <li>○ Informative / educational                             <ul style="list-style-type: none"> <li>* incl. essays, textbooks, self-improvement, instruction manuals, user guides, presentations, documentaries, and treatises</li> </ul> </li> <li>○ Persuasion                             <ul style="list-style-type: none"> <li>* incl. advertisement copy, speeches,</li> </ul> </li> <li>○ Correspondence                             <ul style="list-style-type: none"> <li>* letters, résumés, emails, texts, postcards and social media posts</li> </ul> </li> <li>○ Subject specific content                             <ul style="list-style-type: none"> <li>* incl. scientific, historical, sociological, psychological, medical, military, artistic, sports, and education</li> </ul> </li> <li>○ Philosophical                             <ul style="list-style-type: none"> <li>* incl. didactics, metaphysics, gospels and liturgies, theology, revelations, scriptures, theoretical, occultism and mysticism</li> </ul> </li> </ul>

**\*\*\* Please note that songs and poetry can be either fiction or non-fiction, and have their own sub styles.**

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### Elements of Text

Element	Definition, description and/or function
Subject / Topic	In general terms, what the piece is “about”, the central or “big” idea” or focus point.
Theme	What the author is trying to say about their subject / topic.
Tone	How the author appears to feel about their subject and how they communicate their theme.
Mood	How the author wants their audience to feel while experiencing the piece.
Symbolism	Using an image, object, sound, person (something concrete) to represent a concept/ abstract idea.
Tropes	<p>“Tropes are devices and conventions that a writer can reasonably rely on as being present in the audience members’ minds and expectations.”</p> <p><a href="http://tvtropes.org/pmwiki/pmwiki.php/Main/HomePage">http://tvtropes.org/pmwiki/pmwiki.php/Main/HomePage</a></p>
Cliché	<p>“Cliché: A theme, motif or convention of a given genre that has been used so much it makes readers want to tear their own eyes out” - Craig Watson, author</p> <p><a href="http://fearsandfables.wordpress.com/2009/08/16/how-a-trope-becomes-a-cliche/">http://fearsandfables.wordpress.com/2009/08/16/how-a-trope-becomes-a-cliche/</a></p>
Motif	A recurring symbol (image, sound, concept, figure, action, word, character archetype, phrase etc) that contributes to the tone, mood and development of the theme of a piece.
Setting	The “where” a piece happens, both in terms of time (in history and of day) and macro and micro physical locations. Present in both fiction and many examples of non-fiction
Characters	The “who” that is involved in a piece. In fiction, this may be entirely or partially fictional characters, in non-fiction this may be the author, subjects, or audience themselves.
Character Types	<p>Largely found in fiction but also in personal non-fiction and some other non-fiction genres.</p> <p>Characters can be <b>round</b> (well-developed, detailed, multidimensional, realistic, relatable,) or <b>flat</b> (stereotypes or archetypes, limited development or detail, easily defined)</p> <p>Characters can be <b>dynamic</b> (changing and learning through the course of the piece) or <b>static</b> (not learning or changing in any functional manner).</p> <p>Characters can be <b>archetypes</b> - defined by a set of characteristics commonly known and understood, with predictable behaviours and roles. (<a href="https://hunterswritings.com/2016/03/02/character-archetypes-a-to-z-series/">https://hunterswritings.com/2016/03/02/character-archetypes-a-to-z-series/</a>)</p> <p>The <b>protagonist</b> is the main character (not necessarily the “good” guy), the one whose story is being shared. This is a <b>primary</b> character.</p> <p>The <b>antagonist</b> is the character/person/force in directly opposition to the protagonist, the other force in the conflict. This is a <b>primary</b> character or force.</p> <p><b>Secondary</b> characters are important but they are not the focus. Their presence in the piece is important to the evolution of the arc (see below).</p> <p><b>Tertiary</b> characters are seen only briefly or rarely, they are usually of limited influence in a piece.</p>

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Element	Definition, description and/or function
Characterization	<p>The contextual information through which we learn about a character/individual in a piece:</p> <ul style="list-style-type: none"> <li>● The words they say (in exposition, internal monologues or dialogue) to express thoughts, opinions, beliefs etc.</li> <li>● Their actions (the things they do)</li> <li>● How they interact with other characters, their relationships to other characters, including status between characters</li> <li>● Their physical appearance</li> <li>● Their personal history/background</li> <li>● The language (incl. dialects, slang, accents) they use</li> </ul>
Point of View	<p>How is the piece being shared, from whose perspective is the story being told or the information being shared?</p> <ul style="list-style-type: none"> <li>■ <b>First person</b> - you're inside the writer's head, but they don't know the thoughts and feelings of every other person mentioned. <ul style="list-style-type: none"> <li>■ Uses the pronouns "I", "we", "us", "me", "my" etc.</li> </ul> </li> <li>■ <b>Second person</b> - usually used in formal (government, legal) or very specific instructional writing (user guides, manuals etc) <ul style="list-style-type: none"> <li>■ Uses pronouns - "one", "the", "yours", "you" etc.</li> </ul> </li> <li>■ <b>Third person, limited</b> - shares from outside of the story, and cannot know the feelings of the individuals in the piece. <ul style="list-style-type: none"> <li>■ Uses the pronouns - "he/she", "they", "them" etc.</li> </ul> </li> <li>■ <b>Third person, omniscient</b> (all knowing) - shares from outside of the story or information and knows the internal thoughts, feelings, motivations etc. of everyone mentioned / involved. <ul style="list-style-type: none"> <li>■ Uses the same pronouns as third person limited.</li> </ul> </li> </ul>
Conflict	<p>Found in virtually all forms of fiction and some forms of fiction, this is the basis for generating interest in the audience by creating tension.</p> <p>Conflict can be one of several general types and are either internal or external to the character:</p> <ul style="list-style-type: none"> <li>◆ <b>person vs. person</b> (external) - two personalities in conflict over whatever is at stake.</li> <li>◆ <b>person vs. self</b> (internal) - individual engaged in internal struggle, faced with challenging choices</li> <li>◆ <b>person vs. nature</b> (external)- person in conflict with natural forces like storms, the environment, animals (non-personified/anthropomorphized)</li> <li>◆ <b>person vs. fate/supernatural</b> (external)- this includes 'person vs. divine'; the individual or group are in a struggle against non-human, non-natural beings or against forces like fate, destiny, prophesy. This may include physical mortal struggles, say against supernatural creatures (i.e. werewolves, ghosts etc) or for the character's sense of self, their soul or freedom <ul style="list-style-type: none"> <li>◆ sometimes section is divided into person vs. gods/fate and person vs. unknown/ occult/alien/supernatural/unnatural</li> </ul> </li> <li>◆ <b>person vs. science/technology/machine</b> (external) - a conflict in which the individual is pitted against something human-created.</li> <li>◆ <b>person vs. society</b> (external) - the individual or group is at odds with social norms, social control, the pressure of community, external expectations etc.</li> </ul>
Stakes	<p>What individuals in a piece stand to gain or lose in the course of the development and through any struggles from the beginning to the end. Stakes can be physical (i.e. harm/ safety, objects, products), intellectual, financial, or emotional etc.</p>

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Element	Definition, description and/or function
<b>Arc</b>	<p>In fiction, this is typically referred to as the “<b>plot</b>”, but in some non-fiction, there is still a clear form followed that is similar to a plot arc; this is ultimately how the point gets from point A to point B.</p> <ul style="list-style-type: none"> <li>(i) <b>Introduction / Exposition</b> - sets the stage, establishes information or background.</li> <li>(ii) <b>Rising action</b> - what are the elements / types or events that make up the conflict the ‘characters’ face and what is at stake? <ul style="list-style-type: none"> <li>◆ In non-fiction this is often the build up towards the big idea or the most important information, the most persuasive/compelling argument etc.</li> </ul> </li> <li>(iii) <b>Climax / Turning Point</b> - while sometimes called the “most exciting” point in the story, that’s not necessarily true, because that’s a matter of personal preference and taste. It is, ultimately, the point of no return for the main characters - the main conflict is decided one way or another. <ul style="list-style-type: none"> <li>◆ In non-fiction, this often the point at which the piece is examining the key issue, the “big idea”, the most compelling/persuasive or powerful argument.</li> </ul> </li> <li>(iv) <b>Dénouement / Falling Action</b> - the events immediately following the climax - this may still be “exciting”, or it may be a calming of the conflict. <ul style="list-style-type: none"> <li>◆ In non-fiction, this may be a last argument, a summation of the connections between previous points/information etc.</li> </ul> </li> <li>(v) <b>Conclusion / Resolution</b> - the information about the outcome of the conflict, something indicating what happens to the key individuals, locations etc after the time period covered by the piece. <ul style="list-style-type: none"> <li>◆ In non-fiction this may be a “next steps”, contact information, suggestions for moving forward, reasons why this information presented is important etc.</li> </ul> </li> </ul> <p><input checked="" type="checkbox"/> <b>**Important</b> - particularly in non-fiction writing but in ANY writing, try not to introduce new ideas in this segment UNLESS it is a teaser or transition lead to a related/ subsequent piece.</p> <p>An arc may be developed <b>chronologically</b> (based on the order of which events happened in time) or on the <b>basis of importance</b> of the events to the individuals in the piece.</p>

### ‘Nyms and ‘phones

Type of ‘nym or ‘phone	Definition, description and/or function
Synonym	A word that means the same thing as or something similar to the word you are starting with; context matters in choosing synonyms, so choose the best word for the purpose.
Antonym	A word that means the opposite (or very different) from the word you are starting with. See note on context in “synonym” above.
Homonym	Words that sound alike but have different meanings.
Homophone	Type of homonym -words that sound alike but have different AND different spellings.
Homograph	Words that are spelled the same but have different meanings
Heterograph	a type of homograph that are also spelled the same and have different meanings but sound different.
Pseudonym	Someone who writes under an assumed name or “nom de plume” (pen name).
Acronym	A word formed by the initial letters in a list of other words.

## Common Literary Techniques and Figurative Language Tools

**Alliteration** - The repetition of the same initial letter, sound, or group of sounds in a series of words. Alliteration includes tongue twisters.

Example: She sells seashells by the seashore.

**Hyperbole** - An exaggeration that is so dramatic that no one would believe the statement is true. Tall tales are hyperboles.

Example: I'm so hungry I could eat a horse.

**Idiom** - An idiom is an expression that has a meaning apart from the meanings of its individual words. It's not meant to be taken literally.

Example: It's raining cats and dogs.

**Irony** - Irony is a literary device involving a discrepancy between what is said and what is meant, or between what's expected to happen and what actually occurs. There are three main types:

**Metaphor** - The metaphor makes a direct comparison between two unlike things. A simile would say you are like something; a metaphor is more positive - it says you are something.

Example: Her eyes are stars shining in the sky.

**Onomatopoeia** - The use of a word to describe or imitate a natural sound or the sound made by an object or an action.

Example: snap, crackle, pop.

**Oxymoron** - When something is described using contradictory terms.

Example: jumbo shrimp; definite maybe; deafening silence.

**Personification** - A figure of speech in which human characteristics are given to an animal or an object.

Example: My teddy bear gave me a hug.

**Pun** - A play on words. A pun involves using a word or words that have more than one meaning.

Example: My dog not only has a fur coat, but also pants.

**Simile** - A simile uses the words "like" or "as" to compare one object or idea with another to suggest they are alike.

Example: She is busy as a bee.

**Allusion** A reference in a work of literature to something outside the work, especially to a well-known historical or literary event, person, or work.

Example: The title of John Steinbeck's book, Of Mice and Men is an allusion to a line from a poem by Robert Burns.

**Foil** - A foil is character who is meant to represent characteristics, values or ideas which are opposite to another character (usually the protagonist).

Example: Mercutio is Romeo's foil in Romeo & Juliet.

**Foreshadowing** - Where future events in a story, or perhaps the outcome, are suggested by the author before they happen. This suggestion can be made in various ways such as a flashback, an object, or a previous situation which reflects a more significant situation later on.

**Imagery** - Imagery is the sensory details (sight, sound, scent, taste, touch) and images evoked by the words of a story. When you are asked to discuss the images or imagery of a work, you should look especially carefully at the sensory details and the metaphors and similes of a passage.

**Repetition** - When a specific word, phrase, or structure is repeated several times, usually in close proximity, to emphasize a particular idea. The Magic Three (repeating items three times) is a common form of repetition.

Example: from Martin Luther King Jr.'s "I Have a Dream" speech -