SPELLING

RULES

by

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(Please destroy old versions.)
Often the best way to express yourself in writing is to use your mother tongue. The Manam Language, just like English and Tok Pisin, has certain spelling rules to follow. This little booklet was written to help everyone write Manam in the same way.
1. THE ALPHABET

The Manam alphabet has 17 letters. The English alphabet has more because some sounds in English are written with more than one letter and there are more sounds in English. In Manam we don’t need these extra letters so we don’t write them. Here is the Manam alphabet:

SMALL LETTERS: a b d e g i k l m n o p r s t u z
CAPITAL LETTERS: A B D E G I K L M N O P R S T U Z

The sound "ng" as in "ngau" and "nge" is a single sound but we will use two letters to write it: "ng".

There are 12 consonants: B D G K L M N P R S T and Z
There are 5 vowels: A E I O U

Note that some vowels may sound something like "W" or "Y" in English as in:

ueno "I sleep"
ieno "he sleeps"

Don’t confuse these Manam vowels with English "W" or "Y". There is no "W" or "Y" in Manam. We don’t need them.

2. DIALECT VARIATIONS

Dialects are different ways of speaking within the same language. Manam is one language so we must write it in only one way. This way will be called "Written Manam". Most people will speak dialects which are a little different from Written Manam, but everyone will be able to read it. Here are some examples:

<table>
<thead>
<tr>
<th>WRITTEN MANAM</th>
<th>ONE DIALECT / ANOTHER DIALECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>dang</td>
<td>&quot;water&quot;</td>
</tr>
<tr>
<td>keu</td>
<td>&quot;dog&quot;</td>
</tr>
<tr>
<td></td>
<td>dang</td>
</tr>
<tr>
<td></td>
<td>keu</td>
</tr>
<tr>
<td></td>
<td>ʔeu</td>
</tr>
</tbody>
</table>

(note that "ʔ" is a sound made in the throat)

In other words, no matter what dialect you speak, you can read Written Manam. Just pronounce it the way you normally speak in your dialect.
3. CAPITALIZATION

Manam uses basically the same capitalization rules as English and Tok Pisin:

1. Capitalize the first letter of each sentence and of each line of regular poetry.
   
   Matamatanatina Nanaranga lang be kateka iemaki.

2. Capitalize the first letter of a direct quotation.
   
   Kodeka Nanaranga ipile, "Malama dapura."

3. Capitalize proper nouns.
   
   Natu diaru aradi Moaumba be Kiliwuabua.
   Toaira makare Kulugumalo kangkang tagobe.

   also:
   Rupunaee
   Iasa
   Darisi

4. Capitalize nouns, but not pronouns referring to God and the Bible.
   
   Bong Nanaranga tamoata iemaki nge ngaiala bokana iemaki.

   also:
   Nanaranga Natu "Son of God"
   Tanepoa "Lord"
   Biabiadi "Sir, Master"
   Tama "Father"
   "Holy Spirit"
   Dau Ne Bibia "Bible"

5. Capitalize directions only when they refer to the directions North, South, East and West.
   
   Ilau "North"
   Auta "South"
   Ata "East"
   Aoa "West"

   But don’t capitalize when they refer to local directions.

   ila "downwards"
   auta "upwards"
   ata "clockwise"
   aoa "anticlockwise"
6. Capitalize titles of books and magazines.

   Zenesis "Genesis"

7. Capitalize the names of specific days, months and holidays.

   Aira masa Barasi anua kandalo ngapura?
   "When will Barasi come to our village?"

   Note that the following is not capitalized:

   Natum barasi ne abe ira?
   "How old is your child?"

   In general, do not use capitals unless they are required by one of the rules stated above.

4. PUNCTUATION

   Generally follow English rules for punctuation in Manam.

   1. The comma (,) is used to separate things which might otherwise seem to run together.

      Rut, Esta be Iona nge buku toli Ol Testamen-lo dieno.
      Rut nge Moab aine kata, ata Israel tamoata teke ioati.

   2. The full stop or period (.) is used to mark the end of a statement or abbreviation.

      Natugu ara Butokang.

   3. The question mark (?) is used to mark the end of a question.

      Inanga kusoaki?

   4. The exclamation mark (!) is used to show that a statement is a command or that it is spoken with strong emotion.

      Goratu!

   5. The colon (:) indicates that a list is going to follow.
6. Quotation marks (" ") enclose the actual words of a speaker, or identify words which are being discussed as words. Single quotes (' ') enclose quotations within a quotation.

Kodeka muamuatuaka bokai irai, "Kulako be Iso bokai itegiko, 'Biabidi nem naita be abe nanga kulakolako?' nge bokai gopile, 'Ngado ngaedi nge malipili pi kanam lakop ne,.'"

7. Parentheses ( ) are used to enclose an explanation, qualification or example.

8. The hyphen (-) is used for two main purposes. First it is used to divide a word at the end of one line and continue it on the next line. Always divide such words between syllables.

Iona nge tamoata Nanaranga pilenga mumuakadi ipile-pile kata. Bong teke Nana-ranga Iona inepi be ngalale be anua ara Ninibe ngapile-kaidi kana.

Second, the hyphen is used to join two or more words of a compound which is not written solid.

kulemoa-be-oati "fourteen"
Israel-lo "in Israel"
ulako-lako "I am going"

9. The underline (_) indicates the plural (many), by showing that the vowel it underlines is to be stressed (that means it is spoken louder than the other syllables in the word).

Udi gokang! "Eat the bananas!"
Udi gokang! "Eat the banana!"

Notice the underline is not used in the singular form above. When it is not used it will be assumed the word is singular.

5. HOMONYMS

Words that are spelled the same but are actually different words are called "homonyms". There is no problem with these words because their meanings will be clear when we read them in sentences.

Kana mdoki Kana.
inanga "where"
inanga "he puts"
6. AFFIXES

An affix is a word-part attached to the beginning or end of a word. There are many affixes in Manam, and they often make Manam words longer than English words.

rerengamingualo
talalebuduto
ainebiangamio
takadialonalona
ninibe
anualo

OPTIONAL RULES FOR HYPHENATING AFFIXES:

1. If you think a word will be too long to read easily you can use a hyphen to break it up. The hyphen should be placed after the verb stem as in:

rerengamingualo
talalebuduto

2. If you want you can place a hyphen between reduplicated (repeated) word parts as in:

ulako-lako
moata-moata
saringa-tinga

3. A hyphen should be used when adding a suffix to the end of the name of a person or place as in:

Israel-lo
Madang-lo
Eglon-la
Rupunae-lo

Double letters:

For the most part, there are no double letters in Manam. Sometimes when we put an affix on a word it would result in a double letter. For instance, the affix "m-" as in "mlako kana" would seem to give us a double letter when we put it on the word for "return" as in:

* m+mule kana   "I intend to return"

But when this happens and we get a double letter we will write only a single letter as in:
m + mule = mule "I will go"
ta + alale = talale "let's go"
i + ita = ngai ita "he sees"
go + oro = goro "you go landwards"
u + uni = uni "I hit him"

7. STRESS - MARKING THE PLURAL

A stressed syllable or word-part is spoken a little louder than the others. Sometimes words which are spelled exactly the same have different meanings because different syllables are stressed. We write stress by using the underline (_). Just under the vowel in the stressed syllable. This rule should be applied only in plural words where there is no other plural marker present in the word, such as the plural suffix " di".

For example:

udi gokang "eat the banana"
udi gokang "eat the bananas"

mbazi "I will carry it"
mbazi "I will carry them"

godoki "get it"
godoki "get them"

golikitaki "let go of it"
golikitaki "let go of them"
golikitakidi "let go of them"

8. CONCLUSION

If you have any additions or corrections to these Manam Spelling Rules please contact any of the authors. The purpose of these rules is to help Manam authors write clearly so their readers can understand them easily. Also it is very important that children be taught correct spelling in Manam, so this booklet is provided as a help for teachers.

REMEMBER: OUR TOK PLES MANAM IS SOMETHING VERY IMPORTANT!