

USEFUL SPELLING RULES

Learn these five useful rules, which will help you avoid many common spelling difficulties.

Note that there are exceptions to most of the rules; YOU MUST MEMORIZE THE EXCEPTIONS.

RULE 1: adding suffixes to words ending in y

- For words ending in *CONSONANT-Y*, change the *y* to *i*
copy + es = copies try + ed = tried worry + ed = worried lady + es = ladies
- For words ending in *VOWEL-Y*, keep the *y*
valley + s = valleys portray + ed = portrayed
- When adding *ing* to a word ending in *y*, ALWAYS keep the *y*:
copy + ing = copying worry + ing = worrying study + ing = studying play + ing = playing

Exceptions: *daily, paid, said, laid*

RULE 2: ie / ei

- Write *i* before *e*: *brief, piece, belief, chief*
- except after *c*: *receive, ceiling, deceive*
- or when sounded like *a* as in *neighbor* and *weigh* (also *freight, weight, sleigh, their*)

Exceptions: *either, neither, seize, weird, society, height, foreign, leisure*
words with the *shen* sound: *ancient, conscience, efficient, sufficient*

RULE 3: adding *er, ed, ing* to words ending in *c-v-c* (consonant-vowel-consonant)

- if the word is 1-syllable, double the final consonant
stop + ed = stopped rob + er = robber trip + ing = tripping hop + ing = hopping
 - if the word is more than one syllable, double the final consonant ONLY if the last syllable is accented
beGIN + er = beginner ocCUR + ing = occurring comMIT + ed = committed
 - if the word is more than one syllable, do NOT double the final consonant if the accent is not on the last syllable
PROfit + ed = profited exHIBit + ing = exhibiting LIMit + ed = limited ANSwer + ing = answering
- [Note: do not double the final consonant if the suffix does not begin with a vowel: *commitment*]

RULE 4: adding a suffix to words ending in *e*

- drop the *e* if the suffix begins with a vowel
bite + ing = biting use + able = usable hope + ed = hoped desire + able = desirable
- keep the *e* if the suffix begins with a consonant
love + ly = lovely use + ful = useful hope + less = hopeless

Exceptions: *judgment, simply, awful, truly, argument*
noticeable, courageous, knowledgeable, manageable [the *e* is kept after *c* or *g* to keep the sound of those letters soft]

RULE 5: adding *s* or *es* to words ending in *o*

- if the word ends in *CONSONANT-O*, add *es*
echo - echoes hero - heroes potato - potatoes
- if the word ends in *VOWEL-O* add only *s*
studio - studios patio - patios zoo - zoos
- if the word is a MUSIC word, add only *s* regardless of the letter preceding the *o*
piano - pianos alto - altos trio - trios soprano - sopranos
radio - radios cello - cellos

SPELLING PRACTICE

Underline the misspelled word in each of the following sentences and write the correct spelling on the line to the right.

1. She is a woman whose writting has been successful. _____
2. He prefered the environment of his well-equipped laboratory. _____
3. The psychology professor interpreted the ridiculous message. _____
4. This is her first term here, but she's quite responsible. _____
5. In the begining, I was nervous about this class. _____
6. The mischievous bicycle rider refered me to the library. _____
7. Approximately ninety students were studing the procedure. _____
8. That is an importent document; don't lose it. _____
9. He was having trouble in his grammer class. _____
10. The government was making drastic changes in its foriegn policy. _____
11. That was the tastiest meal I have ever had. _____
12. He likes dinning at five-star restaurants. _____
13. They heard the President's speech on their radioes. _____
14. The prize-winning scientist has made several significant discoverys. _____
15. The TV anchorwoman made a suprise announcement. _____
16. Believing that knowledge is a privilege, he trys hard. _____
17. His arguement was very persuasive. _____
18. He was very optimistic about completting all his courses. _____
19. After the accident occured, Henry was acquitted of all charges. _____
20. The rhythm of the music was truely infectious. _____
21. I need to see all the sopranoes before the concert. _____
22. I back up my computer on a dayly basis. _____
23. I stoped the newspaper delivery while I was on vacation. _____
24. You probly should not take any more psychology courses. _____
25. Every peice of furniture had to be moved for the carpet to be cleaned. _____