

SPELLING

WHAT YOU NEED TO KNOW

RULE	EXAMPLE
Use a dictionary. As you write, circle words you are unsure of. Check them in the dictionary after you are done.	laconic \luh-KON-ik\, <i>adjective</i> : Using or marked by the use of a minimum of words; brief and pithy; brusque.
Don't rely <u>only</u> on your computer's spell checker. It identifies many typos but may not catch them all.	I left my briefcase over <u>their</u> .
Learn the basic spelling rules. These rules can be applied to many words.	<p><i>I</i> before <i>e</i> except after <i>c</i> or when sounded like <i>ay</i> as in <i>neighbor</i> and <i>weigh</i>.</p> <ul style="list-style-type: none"> • <i>achieve, believe, ceiling, conceive, eight, freight</i> • <u>exceptions to the rule</u>: <i>ancient, caffeine, conscience, either, foreign, height, leisure, neither, science, seize, species, weird</i>
Do <u>not</u> change the spelling of a word when adding a prefix.	<ul style="list-style-type: none"> • <i>spell – misspell</i> • <i>purpose – multipurpose</i>
In some cases, it may be necessary to change the spelling of a word when adding a suffix.	<p>If a word ends in <i>-y</i>, change the <i>y</i> to <i>i</i> before adding a suffix.</p> <ul style="list-style-type: none"> • <i>beauty – beautiful</i> • <i>strawberry – strawberries</i> • <i>fury – furious</i> <p>If a word ends in <i>-e</i>, drop the <i>e</i> before adding the suffix.</p> <ul style="list-style-type: none"> • <i>scare – scaring, scared</i> • <i>bore – boring, bored</i> <p>If a word is one syllable and does not end in a vowel, or if a word is more than one syllable but the last syllable is accented and does not end in a vowel, double the final consonant before adding a suffix.</p> <ul style="list-style-type: none"> • <i>stop – stopping, stopped</i> • <i>infer – inferring, inferred</i>
Use memory clues with trouble words.	"The school <i>principal</i> is your <i>pal</i> ," helps you to remember that a <i>principal</i> of a school is spelled with <i>pal</i> not <i>ple</i> .
Learn to spell some of the most commonly misspelled words.	<i>judgment, probably, woman, women, Wednesday, exercise, professor, receive, recognize, embarrass</i>

- Tips:** (1) Keep a personal spelling list. Write down the words you misspell and study them.
 (2) Look for patterns in your misspellings. There may be a spelling rule that you are ignoring.

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LEARN MORE

Don't forget: students can always ask tutors or their teachers for an explanation of anything that's not clear.

Texts available to use in The SLC English Writing Lab:

<i>Real Writing</i> , PBCC Custom Edition, Susan Anker Chapter 35	<i>The Bedford Handbook</i> , Seventh Edition, Diana Hacker Pages 445-456
<i>Foundations First</i> , Third Edition, Laurie G. Kirszner and Stephen R. Mandel Chapter 35	<i>Writing First</i> , Third Edition, Laurie G. Kirszner and Stephen R. Mandell Chapter 34

Online:

[\(American\) English Spelling](#)

[English Spelling Rules](#)

[Spelling Rules in English](#)

[Spelling: IE/EI](#)

[Some Rules and Suggestions about Spelling](#)

[Top Four Spelling Rules](#)

[Hou tu Pranownse Inglish](#)

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PRACTICE

Choose the correctly spelled word in each set of parentheses below. Use a dictionary if necessary.

1. Being (consistent, consistant) with my academic performance is a (principal, principle) concern of mine.
2. I have written a plan for the year to help me (acheive, achieve) my goals.
3. Every major (dedline, deadline) in my (planner, planer) is marked in red.
4. For (example, exampel), the due date for my first (sceince, science) paper is written in red, but the due date for my outline is in green.
5. I (habitually, habituallly) check my (calendar, calender) each morning.
6. If an event changes, for (instence, instance), if the due date of my research paper is (postpond, postponed) a few days, then I promptly change the date.
7. While this (system, sistem) was (dificult, difficult) to (mantain, maintain) at first, it (eventually, eventually) became second nature to me.
8. Before I began keeping a (planer, planner), I would procrastinate until the last possible minute; then I would (panic, panick) and stay up really late (consumeing, consuming) large amounts of (caffeine, caffiene) to stay awake.
9. I was always (stressd, stressed) out and (overwelmed, overwhelmed) when I thought about new projects.
10. Now, I approach large assignments and projects (leisurely, liesurely) and with (confidence, confidance).