

DIRECTIONS: Do the practice exercises in each section below.

PART 1 How do you spell words with *ei* or *ie*?

The easy way to remember which order to put *ei/ie* in is to learn

Rule:

“I before E except after C or when sounded like A as in neighbour or weigh”

For example, conceive and yield are spelled correctly in this sentence following the rule above.

There are some exceptions to this rule, like *either, neither, height, seize, leisure, weird, science, and protein.*

Spell each of the following correctly.

1. A grassy area without trees is a f__ld.
2. A person who steals is a th__f.
3. A strongly held opinion is a bel__f.
4. A close acquaintance is a fr__nd.
5. Tricking someone means you dec__ve them.
6. The number after seven is __ght.
7. When you don't pick from two alternatives your choice is n__ther one.
8. Acrophobia is a fear of h__ghts.
9. The leader of the police department is the ch__f.
10. When you don't have to go to work, you have more l__sure time.

PART 2 How do you deal with a final *e* when adding a suffix to a word?

Rule:

Drop the final *e* when the suffix you are adding starts with a vowel, but keep the final *e* when the suffix you are adding begins with a consonant.

For example, hate + ing becomes hating, while face + less becomes faceless.

There are some exceptions to this rule. Face + al = facial, province + al = provincial, space + ous = spacious, notice + able = noticeable, manage + able = manageable, courage + ous = courageous, argue + ment = argument, due + ly = duly, nine + th = ninth, and true + ly = truly..

Join each of the following and spell them correctly.

1. Love + able =
2. Argue + ment =
3. True + ly =
4. Decisive + ly =
5. Manage + ment =
6. Courage + ously =
7. Pace + ing =
8. Furtive + ly =
9. Hate + ful =
10. Spite + ful =

PART 3 How do you add a suffix to a word ending in a consonant?

Rule:

When the suffix you are adding begins with a consonant, leave the final consonant in the word alone, but when the suffix you are adding begins with a vowel, *usually* you double the final consonant in the word.

For example, commit + ment = commitment, but commit + ed = committed.

There are exceptions (aren't there always!). Don't double the last consonant if the accent is not on the last syllable like with profit + ed = profited. Also, words ending in a single vowel followed by an *l* have the *l* doubled before adding the suffix, like with travel + ing = travelling but veer + ing = veering.

1. Refer + ed =
2. Hollow + ing =
3. Open + er =
4. Begin + er =
5. Gruel + ing =
6. Cruel + ty =
7. Outwit + ing =
8. Profit + able =
9. Swim + ing =
10. Fame + ous =

PART 4 How do you add a suffix to a word ending in y?

Rule:

If the word ends in a consonant followed by *y*, change the *y* to *i* and add the suffix. If the word ends in a vowel followed by *y*, keep the *y*.

There are exceptions (sigh!). Pity + ous = piteous, and plenty + ous = plenteous. Also, always keep the *y* when the suffix you are adding is *ing*, so pray + ing = praying.

1. Merry + er =
2. Parody + s =
3. Monkey + s =
4. Happy + est =
5. Baby + s =
6. Hairy + est =
7. Weary + ing =
8. Scary + est =
9. Wordy + er =
10. Trendy + er =

PART 4 How do you add *ly* to a word that already ends in *l*?

Rule:

Just add the suffix to the word. No other changes are required!

Believe it or not, there are *no* exceptions to this rule!

For example, wonderful + ly = wonderfully.

1. Usual + ly =
2. Hopeful + ly =
3. Tasteful + ly =
4. Habitual + ly =
5. Consensual + ly =

PART 5 How do you add the prefix *mis* or *dis* to the beginning of a word?

Rule:

Just add the prefix to the word. No other changes are required!

Mis + demeanour = misdemeanour

There are no exceptions to this rule. (There, wasn't that easy?)

1. Mis + spoke =
2. Dis + agree =
3. Dis + array =
4. Mis + heard =
5. Mis + stepped =

PART 6 Putting your new skills to work.

The following paragraph has many errors in it. Circle each one, and then correct it in the space at the bottom.

When readding a passage of text to correct it for errors it is always desireable to read slowwly and closly. Many errors aren't noticable the first time if you mis-read or are raceing through without reading the passage thoroughly. To truely catch everything, you must not mis-learn what you read in this workbook, niether should you decieve yourself about how you are doing. Profitting and benefitting from your effort will be easier if you actualy apply yourself merryly to your task. Remember: Continually striving to improve is the secret to success!

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____
- 11. _____
- 12. _____
- 13. _____
- 14. _____
- 15. _____
- 16. _____
- 17. _____
- 18. _____