

# Unit 4

## Semester: One

### Period III



## Grammar: Vocabulary and Spelling

### Learning Objectives

Upon completion of this topic, learners will be able to :

- Explain the differences amongst synonyms, antonyms, and homophones
- Define prefix, root and suffix to learn words.
- Apply spelling rules

### 4.1 INTRODUCTION

Vocabulary is the total number of words in a language. It is the collection of words known to a person or used in a particular books, subject etc. A person's range of a language is known by his vocabulary.

Synonyms are the words that are similar or nearly in meaning. A synonym thus, has a literal meaning while its implied meaning may be different.

### 4.2 SYNONYMS

A Synonym is a word which conveys a meaning similar to the given word. While giving a synonym, a learner should always remember that a synonym should be in the same part of speech in which the given word is.

#### For examples.

The correct synonym of **envy** is **jealousy** and not *jealous* because

### Structure of the Unit

4.1	Introduction
4.2	Synonyms
4.3	Antonyms
4.4	Homophones/Homographs
4.5	Prefixes and Meaning
4.6	Suffixes and Meaning
4.7	Commonly Misspelled
4.8	Vocabulary and Spelling
	Using Context Clues
4.9	Spelling Rules

**envy** and **jealousy** are nouns while *jealous* is an adjective.

Synonyms are words which have similar meanings. The meaning of these words need not be exactly the same. Most words can have one or more synonyms.

The correct synonym of envy is jealousy and not jealous because envy and jealousy are nouns while jealous is an adjective.

1. Adaptation — conformation, harmonization, synchronization.
2. Apt — applicable, germane, appropriate, pertinent.
3. Adjust — fit, suit, adapt, accommodate, conform, synchronize, attune.
4. Accelerate — intensify, redouble, step up, stimulate, energize,
5. Add — sum, total.
6. All — aggregate, total, whole, gross, sum.
7. Accumulation — agglomeration, conglomeration, aggregation, concentration,
8. Accuse — calumniate, slander, malign, denigrate, blacken, tarnish, sully.
9. Abnormal — unnatural, aberrant, freakish, eccentric, anomalous.
10. Apathetic — unenthusiastic. unambitious, unstirred, unimpassioned, uninspired, unmoved.
11. Authoritarian — masterful, domineering, lordly, bossy, autocratic, dictatorial.
12. Association — league, alliance, axis, federation.
13. Abandon — desertion, defection, secession, withdrawal.
14. Breeze — zephyr, gale, wind.
15. Beseech — appeal, implore, crave, beg.
16. Beauty — elegance, grace, charm, attractiveness.
17. Babble — nonsense, bombast, jargon.
18. Bandit — robber, plagiarist.
19. Bashful — reserve, shy, coy, demure.
20. Bemoan — lament, mourn, grieve, weep over.
21. Booty — spoil, plunder, prey.
22. Burnished — polished, sleek, glossy.
23. Circumstance — factor, situation, condition.
24. Copy — reproduction, replica, fascimile, tracing, transcription,

impression.

25. Compensatory — compensating, countervailing, balancing.
26. Connect — attach, annex, tag, clip, contact.
27. Continuity — cohesion, connectedness, tenaciousness.
28. Comprehensive — omnibus, encyclopaedic, all-embracing, full-length.
29. Constitute — compose, form, make, construct, organise, build.
30. Complex — intricate, complicated, mazy, winding.
31. Curial — judicial, inquisitional.
32. Caress — love, fondle, dandle, pat, hug.
33. Contend — combat, strive, struggle, fight, campaign, tussle, wrestle, grapple.
34. Co-operation — reciprocity, sympathy, co-existence, league, amity, compatibility.
35. Cajole — flatter, wheedle, inveigle.
36. Celibacy — bachelorhood, chastity.
37. Cling — stick, adhere, hug.
38. Calamity — disaster, affliction, distress.
39. Cheerless — dejected, gloomy, mournful, sad.
40. Competent — capable, learned, efficient, clever.
41. Degree — proportion, ratio, scale.
42. Disjoin — disunite, dissociate, divorce, part, sever, disconnect, unplug.
43. Disorder — incoordination, muddle, chaos, anarchy.
44. Disclose — reveal, expose, unveil, unfold.
45. Dislike — repugnance, detestation, loathing, abhorrence, disfavour, disaffection.
46. Degrading — lowering, demeaning, ignominious, derogatory.
47. Dangerous — dreadful, fearsome, awesome.
48. Defiant — proud, provocative, bellicose, militant, disobedient
49. Disfigure — deform, cripple, maim, deface.
50. Damn — curse, swear, scold, denounce.
51. Dandy — coxcomb, puppy, man about town.
52. Deceit — fraud, bluff, guile, knavery.
53. Deity — omnipotence, providence, God.
54. Demise — death, decease, eternal rest, expiry.

55. Devoid — release, exempt from, immune from, empty.  
 56. Existence — life, being, absoluteness.  
 57. Ethnic — racial, tribal, phyletic, clannish.  
 58. Equilibrium — equipoise, balance, steadiness, poise.  
 59. Extensive — far-ranging, far-flying, far-reaching, far-stretching, vast.  
 60. Enormous — immense, vast, colossal, monumental.



## Practice Set 1

**I. Directions:** Choose the word from among the four options (i), (ii), (iii) and (iv) which is nearest in meaning to the given word.

1. Abject
 

(i) cast away	(ii) mean
(iii) worthless	(iv) grovelling
2. Absolve
 

(i) to set free	(ii) to pardon
(iii) to acquit	(iv) to accomplish
3. Absonant
 

(i) discordant	(ii) absurd
(iii) unnatural	(iv) contrary to reason
4. Abstract
 

(i) to draw away	(ii) to separate
(iii) to remove quietly	(iv) a thing existing only in India
5. Acclimatize
 

(i) announce	(ii) accustom
(iii) approve	(iv) make tall claims

### 4.3 ANTONYMS

An antonym is often defined as a word that is contrary in meaning to another; Hot is the antonym of cold. Remember that an antonym must be in the same part of speech in which the given word is.

Also the answer should be in the same tense form in which the key-word is. The correct answer is that which is similar in voice to the key-word.

### **Examples**

The correct antonym of Fidelity is disloyalty and not disloyal because fidelity and disloyalty are in the same part of speech the noun while disloyal is the adjective.

1. Adapt — differ, misfit, disagree, irregularise.
2. Admiration — hate, condemnation.
3. Ample — meagre, scanty, insufficient, limited.
4. Amuse — annoy, tire, bore.
5. Atrocious — noble, excellent, worthy, laudable.
6. Attract — reject, repulse, repel, rebuff.
7. Awareness — ignorance, innocence, foolishness.
8. Awake — dormant, asleep, latent, slumbering.
9. Backward — forward, advance, onward, prompt.
10. Beautiful — loathsome, horrible, ugly.
11. Before — after, subsequently, succeeding.
12. Beg — challenge, claim, demand, contend.
13. Belief — disbelief, suspicion, misgiving, distrust.
14. Benevolence — malice, venom, enmity, hatred.
15. Beseech — challenge, insist, demand, contend.
16. Bewilder — illuminate, edify, enlighten.
17. Bitter — mellow, genial, sugary, sweet.
18. Blame — extol, praise, applaud, compliment.
19. Bliss — sorrow, affliction, woe, distress.
20. Bold — fearful, diffident, timid, afraid.
21. Breed — annihilate, murder, destroy, kill.
22. Brutal — humane, tender, compassionate, merciful.
23. Bright — opaque, cloudy, dull, tarnished.
24. Brief — diffuse, verbose, long, detailed.
25. Busy — inactive, indolent, lazy, idle.

26.	Calamity	—	fortune, peace, happiness, joy.
27.	Calm	—	excite, perturb, agitate, disturb.
28.	Cancel	—	confirm, establish, endorse, ratify.
29.	Careless	—	cautious, thoughtful, vigilant, attentive.
31.	Confide	—	suspect, doubt, apprehend, distrust.
32.	Dainty	—	coarse, vulgar, crude, rough.
33.	Decide	—	hesitate, vacillate, waver, falter.
34.	Defeat	—	triumph, vanquish, prevail, win.
35.	Delicacy	—	roughness, robustness, crudeness, heaviness.
36.	Delight	—	grief, anguish, displeasure, sorrow.
37.	Deny	—	verify, confirm, comply, endorse.
38.	Desire	—	detest, hate, despite, loathe.
39.	Deviate	—	abide, persist, converge, perpetuate.
40.	Diligent	—	idle, slack, slothful, lazy.



## Practice Set 2

**Directions:** Below are given some words followed by four answers. Tick (✓) the answer which you believe gives the opposite meaning of the word.

1. Stigma
 

(i) obstinacy	(ii) honour
(iii) disgrace	(iv) vision
2. Recoup
 

(i) to worsen	(ii) to strengthen
(iii) to trap	(iv) to recover
3. Slacken
 

(i) to activate	(ii) to quench
(iii) to delight	(iv) to muse
4. Irrevocable
 

(i) solid	(ii) fast
(iii) transitional	(iv) interruption
5. Rotundity
 

(i) erect	(ii) deviate
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- |                 |                    |
|-----------------|--------------------|
| (iii) angular   | (iv) arch          |
| 6. Scepticism   |                    |
| (i) doubt       | (ii) assent        |
| (iii) confess   | (iv) gullibility   |
| 7. Salient      |                    |
| (i) chief       | (ii) insignificant |
| (iii) lend      | (iv) supernatural  |
| 8. Redundance   |                    |
| (i) paucity     | (ii) bare          |
| (iii) rejection | (iv) crucial       |

**4.4 HOMOPHONES/HOMOGRAPHS**

Homophones are pairs of words that sound the same, but have distinctly different meanings and different spellings. Look at the examples:

1. cell/sell            2. for/four            3. sea/see            4. son/sun

**Homophones Examples**

air	heir	loan	lone
ail	ale	made	maid
allowed	aloud	mail	male
arc	ark	main	mane
ate	eight	meat	meet
bad	bade	medal	meddle
bail	bale	missed	mist
bald	bawled	muscle	mussel
ball	bawl	none	nun
bare	bear	oar	ore
beach	beech	one	won
bean	been	pail	pale
bear	bare	pain	pane
beat	beet	pair	pear
bee	be	patience	patients

beet	beat	peace	piece
bell	belle	peal	peel
berry	bury	plain	plane
birth	berth	plane	plain
blue	blew	pore	pour
boar	bore	practice	practise
board	bored	praise	prays
bough	bow	pray	prey
bow	bough	principal	principle
boy	buoy	profit	prophet
brake	break	rain	reign
buy	by/bye	rap	wrap
ceiling	sealing	read	reed
cell	sell	read	red
cent	sent	right	write
cheap	cheep	ring	wring
check	cheque	road	rode
coarse	course	role	roll
cord	chord	root	route
dear	deer	rose	rows
die	dye	sale	sail
dun	done	scene	seen
Dye	die	sea	see
buy	by/bye	rap	wrap
ceiling	sealing	read	reed
cell	sell	read	red
cent	sent	right	write
cheap	cheep	ring	wring
check	cheque	road	rode
coarse	course	role	roll
cord	chord	root	route
dear	deer	rose	rows



die	dye	sale	sail
dun	done	scene	seen
Dye	die	sea	see
ewe	you	seam	seem
eye	I	sew	sow
fair	fare	sight	site
feat	feet	soar	sore
find	fined	sole	soul
lea	flee	son	sun
flew	flu	soot	suit
flour	flower	stair	stare
flower	flour	stake	steak
fool	full	steal	steel
fore	four	stile	style
forth	fourth	suite	sweet

**Some common examples of homophones, including the words used in a sentence, are:**

- **brake/break:** When teaching my daughter how to drive, I told her if she didn't hit the brake in time she would break the car's side mirror.
- **cell/sell:** If you sell drugs, you will get arrested and end up in a prison cell.
- **cent/scent:** I won't spend one cent on a bottle of perfume until I know that I love the scent.
- **die/dye:** If you accidentally drank a bottle of fabric dye, you might die.
- **flour/flower:** To bake a flower-shaped cake, you'll need some flour.
- **for/four:** I purchased four new pairs of shoes for my upcoming vacation.
- **heal/heel:** If the heel breaks on your shoe, you might fall. However, your injuries will heal over time.
- **hear/here:** I wanted to sit here so I could hear the singer performing without any distractions.

- **hour/our:** We have one hour before our appointment with the real estate agent.
- **idle/idol:** Being idle makes me unhappy, but listening to my idol Taylor Swift makes me happy.
- **knight/night:** The knight is on his way to the castle, but traveling at night is very dangerous.
- **knot/not:** I do not know how she learned to tie the knot to make that necklace.
- **poor/pour:** I pour drinks at a bar every night. I am poor because I have too many bills and not enough money.
- **right/write:** There is no right way to write a great novel.
- **sea/see:** At my beach house, I love to wake up and see the sea.
- **sole/soul:** I need to get a new sole put on my favorite pair of running shoes. Jogging is good for my soul.
- **son/sun:** My son is 13 years old. He likes to spend time outside in the sun.
- **steal/steel:** Someone who decides to steal a car has committed a crime, but auto parts are made of steel.
- **tail/tale:** My cat was crazily chasing his tail while I read a fairy tale to my children.
- **weather/whether:** I don't know whether to bring a jacket or not. The weather looks unpredictable today.



### Practice Set 3

#### Select the correct word

1. I didn't \_\_\_\_ what she said. (hear/ here)
2. They forgot to take \_\_\_\_ printouts. (there/ their)
3. Venison is the meat from a \_\_\_\_\_. (deer/ dear)
4. The house is by the \_\_\_\_\_. (see/ sea).
5. She held the \_\_\_\_ in her hand. (rains/ reigns)

## 4.5 HOMOGRAPHS

Homophones are words pronounced alike but different in meaning or derivation or spelling. These words may be spelled differently from each other (such as to, too, and two), or they may be spelled the same way (as in quail meaning ‘to cower’ and quail meaning a type of bird).

### **Homophones vs. Homographs vs. Homonyms**

Homographs are two or more words that are spelled the same but have different meanings and origins.

Here is the simplest explanation we can give for each of these words:

- Homophones are words that sound the same but are different.
- Homographs are words that are spelled the same but are different.
- Homonyms can be homophones, homographs, or both.

### ***Here is a slightly less simple explanation for each of these words:***

Homographs are words that are spelled alike but are different in meaning or derivation or pronunciation. Sometimes these words sound different (as in the bow of a ship, and the bow that shoots arrows), and sometimes these words sound the same (as in quail meaning ‘to cower’ and quail meaning a type of bird). Remember, homographs are words that can sound different, but have the same spelling.

### ***Take a look at these 20 examples of homographs.***

- Park - a public play area or to bring a vehicle to a stop and leave it temporarily.
- Bat - a type of sports equipment or an animal.
- Bass - a type of fish or a genre for music.
- Minute - small or a unit of time.
- Crane - a bird or a machine used at construction sites.
- Tear - to rip something or the liquid that flows from the eyes when crying.
- Bow - a weapon for shooting arrows or a formal way of

greeting or showing respect.

- Saw - a sharp tool used for cutting hard materials or past tense for the word “see”.
- Pen - an object which is used for writing or a small area in which animals are kept.
- Lean - meaning thin or to rest against something.
- Skip - a fanciful jump or to miss out on something.
- Close - to be near something or to shut.
- May - you might do something or the month of May.
- Type - the way you use a keyboard or a specific class of something.
- Miss - a female title or overlooking.
- Blue - feeling depressed or the color.
- Train - a mode of transport or to coach somebody.
- Fair - a place to enjoy some rides or the act of being reasonable.
- Bag - secure something or a holdall.
- Slip - a fielding position or a fall.

Homonym may be used to refer to either homophones or to homographs. Some people feel that the use of homonym should be restricted to words that are spelled alike but are different in pronunciation and meaning, such as the bow of a ship and the bow that shoots arrows.

#### **4.6 PREFIXES AND MEANING**

Prefixes and Suffixes are together called affixes and they are used to form words. A **prefix** is an addition at the beginning of a word. A **suffix** is an addition at the end of a word.

#### **Prefixes**

**Read the following table showing the use of prefixes.**

<b>Prefix</b>		<b>Meaning</b>	<b>Words</b>
ex	—	out of, former	ex-MR
inter	—	between	inter school
semi	—	half	semicircle

equi	—	equal, the same	equidistant
auto	—	self	autobiography
anti	—	opposed to	antisocial
dis	—	opposite of	dislike
de	—	opposite of	defrost
sub	—	beneath	sub standard
up	—	to a higher state	upgrade
trans	—	across	transnational
mis	—	wrongly	misunderstand
non	—	not	non sense
dis	—	not	disunity
macro	—	relatively large	acromolecule
tele	—	linking across distance	television

**Prefixes Used In forming Antonyms**

dis, im, in, un, ir, il, etc.

e.g. displease, improper, incorrect, unfair, irrelevant, illegal etc.

**Prefixes Used In forming verbs**

en-, em-, im-, for-, fore-, over- etc.

e.g. enable, empower, immobilise etc.



**Practice Set 4**

*Add the prefixes to the following words to form new words.*

1. able .....
2. power .....
3. see .....
4. do .....
5. peril .....
6. step .....
7. bid .....
8. large .....
9. hear.....
10. print .....
11. act .....
12. chart .....

## 4.7 SUFFIXES AND MEANING

### Suffixes

*Given below are examples of suffixes. Study these examples to see how the spelling changes in some cases.*

Suffix	Function	Examples
–able	showing the	adore – adorable
ualities	change –	changeable
–ible	of	sense –sensible
–acy	state	conspire – conspiracy
–ful	quality	care – careful
–ment	state	excite – excitement
–ly	quality	home – homely
–ity	state	curious – curiosity
–ance	state	enter – entrance
–ence	state	occur –occurrence



### Practice Set 5

*Add the suffixes to the following words to form new words.*

- |                   |                    |
|-------------------|--------------------|
| 1. describe ..... | 2. vigour .....    |
| 3. excuse .....   | 4. glamour .....   |
| 5. notice .....   | 6. victory .....   |
| 7. service .....  | 8. exclaim .....   |
| 9. reverse .....  | 10. monster .....  |
| 11. supreme ..... | 12. renounce ..... |
| 13. spite .....   | 14. judge .....    |

## 4.8 COMMONLY CONFUSED AND MISSPELLED WORDS

There are certain words the usage of which generally confuses us. Two words in English language may have the same meaning

while their implied meanings may be different. The learners are very often confused when they find two or more words for the same meaning.

But these words differ in usage.

For example, Crime and Sin. The word crime means ‘an offence, for which there is severe punishment by law’.

Hence we say: ‘The business of the law court is to punish crime’. While sin means ‘an offence against the principle of morality’.

So we say “ ‘Man is liable to sin’.

The users of English should be competent to find the correct word or expression that best suits in a particular context. This part of the book will enable the students to learn this efficiency. The following is a list of some commonly confused words.

### **Their meaning and correct usage will be of great help to all the students**

#### **A List of Some Words Often Confused**

1. Ability (physical or mental power or skill which can be acquired and developed): He has an **ability** to be a good carpenter.  
Capacity (power which is usually inborn): He has a wonderful **capacity** for mathematics.
2. Allow (not to refuse): The principal allowed the children to use the calculators in the exams.  
Permit (to agree to some action): He was permitted to join the Computer classes.
3. Abstain (from a thing): He abstains from beer and wine.  
Refrain (from an action): One should refrain oneself from abusing.
4. Answer (a question is answered): The examiner posed some very difficult questions which the average students could not answer.  
Reply (a letter or a charge is replied to): I immediately replied to his urgent letter.

5. Ancient (opposite of modern): There are several good books on the history of ancient India in our library.  
Old (opposite of new): Old is gold.
6. Admit (give assent to); He admitted that smoking is a bad habit.  
Confess (not only to admit something wrong but also to acknowledge guilt): He confessed that he had stolen money.
7. Astonish (extreme surprise): I was astonished to see my friend after a long gap of 5 years.  
Surprise (feeling caused by something new or unexpected): His failure was not a great surprise.  
Wonder (Surprise combined with admiration): The tourists are filled with wonder when they look at the Taj Mahal.
8. Anxious (feeling anxiety): I am anxious about my son's safety at his non-arrival.  
Eager (strongly desirous): He is eager for his success.
9. Bravery (ready to face danger, pain and suffering): He is as brave as a lion.  
Courage (lies in the mind and is a lofty sentiment): He has the courage to do what he feels right.  
Daring (pushing forward without hesitation; adventurous): The daring of the mountaineers deserves praise.  
Valour (bravery esp. in war): The Indian warriors were known for their deeds of valour.  
Boldness (usually transient): He showed boldness in rescuing a drowning child.  
Audacity (Foolish boldness or imprudence in daring): His audacity provoked me much.
10. Battle (fight esp. between organized and armed forces): The battle of Philipi resulted in the death of many valiant Romans.  
War (a series of contests between two armies): War between Troy and Greece was fought for the beautiful Helen.  
Fight (a combat between small number of persons): Indians fought for their freedom.



11. Beautiful (used for the beauty of women): She is known as the most beautiful woman of her city.  
Handsome (fine appearance of men): He is a handsome fellow.
12. Behaviour (treatment shown towards others): Tom is liked by all his classmates for his good behaviour.  
Conduct (behaviour esp. moral): A good conduct prize was given to a child at school.  
Deportment (manners): Young ladies used to have lessons in deportment.
13. Blemish (a stain that spoils the beauty or perfection; some moral defect): He bears a good character without any blemish.  
Defect (fault or imperfection): There are many defects in our system of education.  
Flaw (a defect which is continued such as a crack): Shakespearean tragic heroes often suffer from some tragic flaw.
14. Begin (used on all occasions): The meeting will begin at 8 o'clock.  
Start (beginning of a journey, activity etc.): He decided to start a newspaper.  
Commence (used only in formal and official language): The winter-session of Parliament will commence on 2nd December.
15. Custom (generally accepted behaviour among members of a social group): We should not be slave to customs.  
Habit (some settled practice esp. that cannot be easily given up): We should not fall into bad habits.
16. Cite (mention as an example esp. by quoting from a book to support an argument etc.): He cited the authority of Abraham Lincoln who stands for his perseverance and hard-working.  
Quote (repeat words used by another): He quoted a verse from the Bible.
17. Contentment (a state of mind where one does not want more): Contentment is the theme of Pope's famous poem

‘Ode On Solitude’

Satisfaction (fulfilment of one’s expectations): Children’s success is a great satisfaction to their parents.

18. Ceiling (under surface or overhead lining of a room): He has beautified the ceiling of his room.

Roof (top covering of a building, tent, bus or car): The children are playing on the roof of their house.

19. Careful (paying attention to what one does or says): One should be careful to what one does.

Meticulous (showing great attention to detail): He is very meticulous in his choice of words.

Scrupulous (adherence to what one knows to be true, correct or exact etc.): The newly appointed Chief Justice is quite scrupulous in dispensing justice.

20. Certain (something beyond question or doubt): It is certain that two and two make four.

Inevitable (that cannot be avoided): Death is an inevitable end of all the mortals.

Necessary (which has to be done): Sleep is necessary to health.



## Practice Set 8

**I. Choose the correct word from the bracket:**

1. Cats live in ..... (homes, houses)
2. He was rewarded for his good ..... (behaviour, conduct)
3. Death is the wages of ..... (crime, sin)
4. To err is human; to ..... divine, (pardon, forgive)
5. Balanced diet and light exercises are ..... to health. (necessary, certain)

## Commonly Misspelled

English spelling can get rather tricky. Double letters, especially double consonants, tend to cause a lot of trouble. Other common

culprits are exceptions to popular mnemonics, like how "weird" violates the commonly stated "i before e, except after c".

We're going to list some misspelled English words, with the misspelling first and then the correct spelling of the word in parentheses. For more spelling tips, see our Guide to Spelling:

<b>Missepelled</b>	<b>Correct</b>
• absense	(absence)
• adress	(address)
• alot	(a lot)
• aquit	(acquit)
• arguement	(argument)
• artic	(arctic)
• begining	(beginning)
• beleive	(believe)
• broccolli	(broccoli)
• borough and bureau are confused	
• calender	(calendar)
• comraderie	(camaraderie)
• cieling	(ceiling)
• collegue	(colleague)
• concious	(conscious)

### **Context Clues**

One of the best places to start is a simple lesson using each of the commonly misspelled words in the proper context.

For example, you wouldn't use the word "two" in the sentence, "I am going to the store."

Learner can learn this by sight with the appropriate in-class illustration.

## **4.9 SPELLING RULES**

### **Spelling**

Words in English are not always spelled as they are pronounced.

Spelling in English follows some basic rules and the majority of English words (around 75%) follow these rules. You can learn the rules but there are always exceptions to the rules that need to be learned too.

The main basic spelling rules of English relate to: prefixes and suffixes; spelling and plurals; doubling letters; dropping and adding letters; verb forms. This section focuses on British English but also covers some basic differences in spelling between British and American English.

### Spelling: prefixes

When there is a prefix, we do not normally add or take away more letters:

- dis + obey → disobey
- mis + spell → misspell
- dis + satisfied → dissatisfied
- over + hear → overhear
- in + humane → inhumane
- super + human → superhuman
- in + sane → insane
- un + natural → unnatural

**The following list contains 8 English spelling rules.**

1. Every syllable has a vowel sound: Every word or part of a word needs a vowel sound. A syllable is a part of a word that is pronounced as a unit and it always contains a vowel sound. However, it may not contain a vowel. The word, rhythm, is a great example which is pronounced **ri- thum**.
2. CVC rule states if a single vowel is surrounded by consonants it usually has a short sound. The following table provides some examples.

<b>Letter</b>	<b>Examples</b>
a	bat, cat & fat
e	Ben, den & hen
i	hip, lip & sip
o	hop, mop & top
u	bug, hug & rug

3. We like to refer to this as the magical “e” rule which states: if the “e” sits at the end of a word, it tells the preceding vowel to say its name. When a one syllable words has an “e” at the end and a vowel in the middle, the first vowel is usually long and the “e” is silent.

**Short Vowel Sound**

cap

Tim

pop

cut

**Long Vowel Sound**

cape

time

Pope

cute

4. “Qu” Team: The letter “q” is almost always followed by the letter “u” and it most often sounds like /kw/. The following are great examples: quack, quart, quarter, queen, question, quick, quilt & quiz. However, for some words the “qu” sounds like a

**/k/, e.g., conquer.**

5. Vowel Team Rule: When two vowels go walking, the first vowel does the talking. The first vowel says it name (long vowel sound) and the second vowel is silent.

**Letters**

ai

ee

ea

ie

oa boat, road & soap

oe

ue

**Examples**

maid & rain

see, tree & deep

eat, leaf & team

pie and tie

toe & doe

glue, blue & Sue

6. “C” and “G”: If the letters “c” and “g” precede the letters “a,” “o” or “u”, use their common consonant sound, e.g. cat, goat. However, if the letters “c” and “g” are followed by “i,” “e” or “y”, they produce their soft sound. An example, will best illustrate this point.

### **Letter Sound Example Rule**

- c /k/ – common consonant sound cake, cold & cup The letter “c” is followed by “a”, “o” or “u.”
  - c /s/ – soft sound cent, city & cycle The letter “c” is followed by “i”, “e” or “y.”
  - g /g/ – common consonant sound game, go & gum The letter “g” is followed by “a”, “o” or “u.”
  - g /j/ – soft sound gem, giraffe & gym The letter “g” is followed by “i”, “e” or “y.”
  - Unfortunately, there are a few exceptions, e.g., give and girl.
7. I before E, Except after C When “i” and “e” are together, the letter “i” normally precedes the letter “e” except if they are after “c.” The following words are great examples: brief, diet, friend, quiet & ceiling. Exceptions: “e” before “i” when it sounds like the letter “a”, e.g. neighbor and weigh.
8. Common Suffix Rules: There are several spelling rules for adding endings (suffixes) to a word. Three common rules are as follows:
- One-syllable CVC Rule: Double the ending consonant before adding an ending that starts with a vowel, e.g. -ed, - ing.

### **Root Word Suffix Example**

tap -ed tapped

tap -ing tapping

- CVCe or Magic E Rule: Drop the “e” before the ending.

### **Root Word Suffix Example**

- tape -ed taped
- tape -ing taping

- When a common noun ends with the letter “y,” change the “y” to “i” unless a vowel precedes the letter “y.”

### **Root Word Suffix Example**

- baby -es babies
- monkey -s monkeys

- Despite spell check and text messaging, learning how to spell words correctly is an important skill that a child will be tested for throughout much of their school years. Learning the above rules, while recognizing there are certain exceptions, will help a child master spelling.

## Review Exercise

**A. Add suitable suffixes to the words in the brackets to fill the words in the following sentences:**

1. The garden looked really ..... with flowers and birds. (cheer)
2. Don't be ..... The earrings will be found. (misery)
3. .... is the greatest of all virtues. (kind)
4. While giving ..... to his secretary, the manager also looked over papers. (dictate)
5. Unless ..... is made for the outstanding balance, the court start against him. (pay)

**b. Add suitable prefixes to the words in the brackets to form their opposites and then fill in the blanks with them.**

1. John, though extremely good at chess, was ..... of the new rules and lost the match. (aware)
2. The conditions in the prison camps in World War II were so ..... that many people died. (human)
3. It is ..... to bring gold into the country without paying duty on it .(legal)
4. His ..... attendance in school may not allow him to appear for the exams. (regular)
5. If Anita had not ..... in the class, the teacher might have taken a lenient view of the whole episode. (behave)

**C. Directions: Below are given some words followed by four answers. Tick (✓) the answer which you believe gives the opposite meaning of the word.**

- |                |                    |                    |
|----------------|--------------------|--------------------|
| 1. Stigma      | (i) obstinacy      | (ii) honour        |
|                | (iii) disgrace     | (iv) vision        |
| 2. Recoup      | (i) to worsen      | (ii) to strengthen |
|                | (iii) to trap      | (iv) to recover    |
| 3. Slacken     | (i) to activate    | (ii) to quench     |
|                | (iii) to delight   | (iv) to muse       |
| 4. Irrevocable | (i) solid          | (ii) fast          |
|                | (iii) transitional | (iv) interruption  |
| 5. Rotundity   | (i) erect          | (ii) deviate       |
|                | (iii) angular      | (iv) arch          |

**D. For each word in Column A there is a homonym in Column B. Write the number homonym next to each word in Column A**

- |         |       |             |
|---------|-------|-------------|
| wait    | _____ | 1. sighed   |
| ceiling | _____ | 2. whether  |
| piece   | _____ | 3. weight   |
| side    | _____ | 4. choose   |
| threw   | _____ | 5. sealing  |
| vain    | _____ | 6. eight    |
| weather | _____ | 7. peace    |
| no      | _____ | 8. heard    |
| chews   | _____ | 9. break    |
| brake   | _____ | 10. Pear    |
| ate     | _____ | 11. through |
| herd    | _____ | 12. know    |
| hire    | _____ | 13. vein    |
| pair    | _____ | 14. higher  |
| bare    | _____ | 15. bear    |