
Spelling...

At its best, English spelling can be perplexing, especially for non-native speakers and writers. The following rules and suggestions are offered as aids. You will always be able to find exceptions to these rules, but most writers find them helpful.

i before e, except after C . . .

achieve, believe, brief, hygiene, grief, thief, friend, grieve, chief,
patience, priest
ceiling, conceive, deceive, perceive, receipt,
receive, deceit

. . . and in words that rhyme with hay. . .

neighbor, freight, beige, weight, vein

. . . and some other exceptions. . .

either, neither, feint, foreign, forfeit, height, leisure,
weird, seize

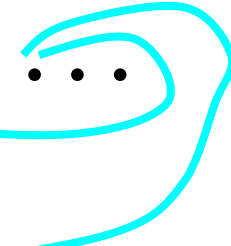
A silent **e** is dropped when adding an ending that begins with a vowel ... 

advance + *-ing* = advancing

surprise + *-ing* = surprising

... but kept when the ending begins with a consonant ... 

advancement, likeness

... unless the **e** is preceded by a vowel. ... 

argue + *-ment* = argument

true + *-ly* = truly

Adding a prefix seldom changes the spelling of a word.

misspelled
unnecessary
dissatisfied
disinterested
misinform

Original sound – **NO** double consonant
delete, write, hope, combine, confine

Artificial sound – **WITH** double consonant
let, sit, cut, transfer, admit, permit

Other examples

- wait
- sail
- boil
- mail
- fail
- hear
- chair

Other examples

- Diphthongs

- wait - waiting
- sail - sailing
- boil - boiling
- mail - mailing
- fail - failing
- hear - hearing
- chair - chairing

- NO DOUBLE CONSONANT

Prefixes / Suffixes

- ALL – already
- WELL – welcome
- FULL – beautiful
- TILL – until
 - DROP ONE L

From Y to YS or to IES

- Boy - Boys
 - Lady - Ladies

 - Play - Plays
 - Study - Studies

 - Country, company, try, family, enjoy, employ
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Languages and Nationalities

- ALWAYS WITH A CAPITAL LETTER
 - English, French, German, Portuguese, etc.
 - “*The Japanese language is hard to learn.*”
 - “*It’s nice to see all those Portuguese speaking English.*”
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