

10 Quick Rules for Spelling

1. Drop final "e" when a suffix which begins with a vowel is added.
bake + ing = baking
smile + ing = smiling
make + er = maker
prove + en = proven
2. Keep final "e" if preceded by "c" or "g" when the suffix begins with an "a" or "o."
dance + able = danceable
manage + able = manageable
courage + ous = courageous
3. Keep final "e" if the suffix begins with a consonant.
lame + ness = lameness
shame + ful = shameful
state + hood = statehood
4. Keep final "y" if a vowel comes before the "y."
delay + ing = delaying
buy + er = buyer
5. Change final "y" to "i" if a consonant comes before the "y."
happy + ly = happily
funny + est = funniest
(Rule doesn't work if suffix is "ing")
study + ing = studying
6. Keep both "l's" when adding "ly" to words ending in "l."
actual + ly = actually
Keep both "n's" when adding "ness" to words ending in "n."
thin + ness = thinness
7. Prefixes do not change the spelling of a word.
un + happy = unhappy

8. Most words that end with a "sed" sound, are spelled "cede."

precede

recede

concede

Only three words use "ceed."

succeed

exceed

proceed

9. "i" before "e" except after "c" (or when the sound is like an "a" as in "weigh").

receive

field

10. Double the final consonant before adding a suffix beginning with a vowel when the consonant is preceded by one vowel.

big + er = bigger

hit + er = hitter

Do not double the final consonant when it is preceded by two vowels.

heat + ed = heated

read + ing = reading

keep + ing = keeping