

Spelling Level 2

Name: _____

Date: _____

How to Guide

Skills Check

Rate how confident you feel about the skills tested in this section:

Skill	Not a clue!	I know a little	I feel okay with this	I feel quite confident	I feel very confident
Use specific techniques to improve spelling					
Identify difficult to spell words					
Understand some spelling rules					
Correctly spell words of level 2 standard					

When you have finished the booklet, use a different colour to mark your confidence levels again.

Spelling Introduction

Spelling can be the most difficult part of the exam for some people. The new style exams mean you are no longer able to use a dictionary during your writing test, so you will need to go into the exam feeling confident in your ability to spell the words you want to use.

Spelling is something very individual. Some people find it very easy to learn how to spell words as children and don't need to put much effort in. Others really struggle with spelling for a number of reasons. It is also very easy to be a bit lazy about spelling now that we use computers and smartphones for most of our writing and rely on the autocorrect options.

We have an associated guide on homophones, which are words that sound the same but have different spellings such as there, their and they're.

Methods of Learning

Many of these methods will be ones you used at school, but that doesn't mean they don't work well or don't work for adult learners. The key is to find the method that works well for you. Why not try all the methods below at least twice to see what you find effective? On the next page, you will find some spelling lists that you can use to practise with.

Spelling Tests

You could ask a friend or relative to test you using a list of spellings. There are some websites that allow you put in your own word set and the computer will test you.

Look, say, cover, write, check

This is a good method to learn a completely new spelling. You look at the word and say it, then cover it up and write it out. Finally, check if you are right. Repeat a few times.

Mnemonics

These are phrases that people learn (like song lyrics) to remind them of the letters in a spelling. An example is Big Elephants Can Only Use Small Exits, which spells BECAUSE

Some people love mnemonics and others find them confusing.

Word Facts

Create a fact or saying about difficult to remember words to remind you of the spelling. There are a number of examples of these in this guide.

Create your own facts for words you find difficult.

Visualisation

Some people spell by hand motion and memorise the movement of their hand as they write. First, trace the word a few times then keep writing it over and over. Some people even close their eyes while writing to help them visualise the hand motion.

Pronunciation

When you are trying to spell, you say the word as it's spelt rather than how you normally say it. A common one is

Feb-ru-ary

Pronouncing the r to remind you it's there.

Spelling Lists

Here are some lists of common words that it would be useful to know for your exams. The last box is for you to fill in with your own list of words that you find difficult to spell.

1. Friends
2. Definition
3. Consequence
4. Building
5. Helpful
6. Training
7. Unnecessary
8. Polite
9. Useful
10. Renovated

1. Opportunity
2. Discussion
3. Complaint
4. Issue
5. Disappointed
6. Tomorrow
7. Wednesday
8. Compensation
9. Injured
10. Mortgage

1. Activities
2. Differences
3. Received
4. References
5. Available
6. Facilities
7. Description
8. Business
9. Necessary
10. Definitely

1. Beginning
2. February
3. Writing
4. Grateful
5. Successful
6. Immediately
7. Accommodation
8. Disappeared
9. Surprised
10. Council

1. Responsible
2. Referred
3. Sincerely
4. Develop
5. Knowledge
6. Although
7. Analyse
8. Government
9. Disgusted
10. Acknowledge

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Try it Out

Question 1

Practise these spelling lists using some of the methods from the previous page.

Spelling Rules

Drop the final "e" from a root word before adding an ending (suffix) beginning with a vowel but keep the "e" before a consonant.

Root word	Suffix with a vowel	Suffix with a consonant
Love	Loving	Lovely
Drive	Driving	Driver

Try it Out

Question 2

a) Add some more examples of words that fit into the table.

Exceptions

With words ending in "ge" keep the "e" before "able" to keep the soft "ge" sound: *manageable, changeable*

b) Can you find two more examples of words ending in *ge* that add *able*?

Exceptions

We also keep the "e" in words ending in "ce" before "able" to keep the soft "c" (hissing) sound:

noticeable, replaceable

c) Can you find two more examples of words ending in *ce* that add *able*?

I before E

"i" before "e" except after "c" when it is pronounced "ee", or when sounding like "ay" as in *neighbour*, or *weigh*.
science doesn't have an 'ee' sound so it doesn't break the rule.

d) Can you think of three more examples of words that follow the i before e rule?

"full" and "till" joined to another root word, drop one "l".

Joyful

Colourful

e) Can you think of four more examples of this rule?

For words ending in a single "l" after a single vowel, double the "l" before adding a suffix

Cancel → *cancelled*

f) Can you think of four more examples of this rule?

"er" or "or" endings

The most common everyday words end in "er".

baker, painter, teacher

If in doubt, use "or", when the meaning of the word is "one who" or "that which".

author, director, instructor, indicator, conveyor, escalator.

It's usually "er" if the ending has been added to a verb

bat → batter

cater → caterer

feel → feeler

With two or more syllable words ending "it" then the ending is usually "or"

audit → auditor

credit → creditor

edit → editor

g) Can you think of three more examples for *er* and three for *or*?

ely or ley?

If the original root word ends in "e", then add *ly* and don't change the order of the letters (keep the e before the *ly*)

separate → separately

sincere → sincerely

h) Can you think of four more examples of words ending *ely* where *ly* has been added to a root word?

se or ce?

There are some common mistakes and confusion with words such as advise/advice and practise/practice

The version with the "c" is the noun or thing/place

The version with the "s" is the verb or action

Note: American English is different and tends to use the "c" form for all words.

Practice is a place or thing

Doctor's *practice* = the building the doctor is in

Practise is an action

I need to practise for my spelling test = the action of practising

I need to do some practise for my practice test.

Advice is a thing

I need some advice about my mortgage.

i) Can you find another example that has two different spellings depending on whether it is a verb or a noun?

"al" at the end of a word often means "to do with".

musical: to do with music

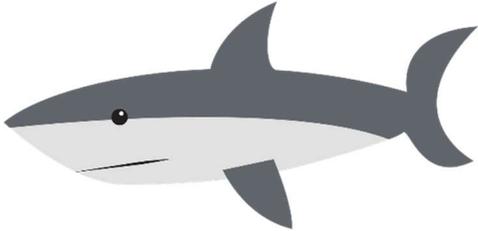
skeletal: to do with your skeleton

j) Can you find three more examples of this rule?

Word Rules

Here are a few tips you can use for words that are commonly misspelt by many people.

Definite has got a **fin** in it



Independent

My **pen** has got a **dent** in it

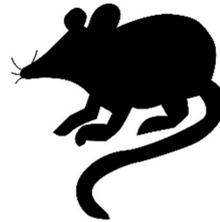


Necessary

One **coffee**, two **sugars** (one c and two s's)



Separate has got a **rat** in it



Embarrassed

You go **rosy red** and **shake** slightly

(two r's and two s's)



Accidentally

Do a **tally** of the number of **accidents**



Maintenance

Imagine **ten nans** doing maintenance



Successful

clever canaries **suck seeds**

(two c's and two s's)



Try it Out

Question 3

a) Which of these is the correct spelling?

1. Maintinance
2. Maintenance
3. Maintenance
4. Maintainance

b) Which of these is the correct spelling?

1. Necessary
2. Necessary
3. Neccessary
4. Neccesary

c) Which of these is the correct spelling?

1. Seperate
2. Seperete
3. Separrate
4. Separate

d) Which of these is the correct spelling?

1. Emberassed
2. Embarassed
3. Embarrassed
4. Embarrased

e) Which of these is the correct spelling?

1. Successful
2. Successfull
3. Sucessful
4. Succesful

f) Which of these is the correct spelling?

1. Accidently
2. Acidentally
3. Accidentally
4. Acidently

g) Which of these is the correct spelling?

1. Definate
2. Defineate
3. Defenite
4. Definite

h) Which of these is the correct spelling?

1. Independent
2. Independant
3. Indeppendent
4. Indipendent