LITERACY BASICS: SPELLING WORKSHEETS 3

ANAT ARKIN
based on an idea by
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ILLUSTRATED BY JAMES COCHRANE



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INTRODUCTION-

The pack

Literacy Basics: Spelling Worksheets 3 provides consolidation and practice in spelling rules. It can be used independently or in conjunction with the Chalkface packs Literacy Basics: Spelling Worksheets 1 and Literacy Basics: Spelling Worksheets 2.

Student suitability

The pack is aimed at KS3 and KS4 students. Because the pack is photocopiable, you can use it flexibly – with individual students, small or large groups, or across a whole year set.

Using the pack

We suggest you use the sheets in this pack for consolidation and practice once the spelling topics have been taught. The sheets are suitable for classwork, homework, revision and testing purposes. If you have a query about how best to use the pack, we are happy to help; please write to us at the address below.

Other linked Chalkface packs

Literacy Basics: Spelling Worksheets 1 and Literacy Basics: Spelling Worksheets 2 provide work on problem word forms, confusing words, forming word endings and use of apostrophes. Spelling Worksheets 1 covers the same topics as the second pack, but at a simpler level suitable for lower ability students. You may also find the following packs useful: Literacy Basics: Grammar Worksheets, Literacy Basics: Punctuation Worksheets, Literacy Basics: Sentence Worksheets, Literacy Basics: Word Worksheets.

The people involved

Anat Arkin, the author of this pack, is a freelance journalist and former teacher of English and Communication. Stuart Sillars, the author of the other two *Spelling Worksheets* packs, is a writer and freelance lecturer. This pack was illustrated by James Cochrane, Susan Quilliam was the series editor, Hazel Clarke the editor, and June Bulley the layout artist.

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LBS3

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Previously published as Spelling Rules OK! Practice

——THE FRAMEWORK FOR TEACHING ENGLISH —

Spelling comes under the word level objectives in the Framework for Teaching English: Years 7, 8 and 9.

Word level	Sentence level	Text level: Reading	Text level: Writing	Text level: Speaking
· Spelling	· Sentence	· Research & study	· Imagine, explore,	& Listening
· Spelling strategies	construction & punctuation	skills	entertain	· Speaking
 Vocabularies 	·	· Reading for	 Inform, explain, describe 	· Listening
	 Paragraphing & cohesion 			· Group discussion
	· Stylistic conventions	 Study of literary texts 	 Persuade, argue, advise 	& interaction
		· Understanding the	· Analyse, review,	· Drama
	· Standard English &	author's craft	comment	
	language variation		· Plan, draft & present	

The overall aim of the Framework is to enable all pupils to develop sophisticated literacy skills. By the end of Year 9, each pupil is expected to be:

A shrewd and fluent independent reader:

- orchestrating a range of strategies to get at meaning in text, including inferential and evaluative skills;
- sensitive to the way meanings are made;
- reading in different ways for different purposes, including skimming to quickly pick up the gist of a text, scanning to locate specific information, close reading to follow complex passages and re-reading to uncover layers of meaning;
- reflective, critical and discriminating in response to a wide range of printed and visual texts.

A confident writer:

- able to write for a variety of purposes and audiences, knowing the conventions and beginning to adapt and develop them;
- able to write imaginatively, effectively and correctly;
- able to shape, express, experiment with and manipulate sentences;
- able to organise, develop, spell and punctuate writing accurately.

An effective speaker and listener:

- with the clarity and confidence to convey a point of view or information;
- using talk to explore, create, question and revise ideas, recognising language as a tool for learning;
- able to work effectively with others in a range of roles;
- having a varied repertoire of styles, which are used appropriately.

The following lesson structure is highly recommended to teachers using the Framework:

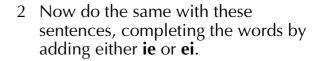
- 1 Short lesson starter activity (e.g. spelling, vocabulary) lasting 10–15 minutes.
- 2 Introduce the main teaching points (e.g. teacher exposition or questioning).
- 3 Develop the main teaching points (e.g. through group activity).
- 4 Plenary to draw out the learning (e.g. through feedback and presentation), lasting 5–10 minutes.

CONTENTS-

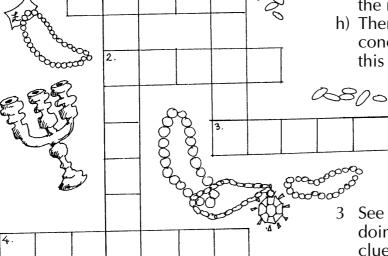
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- **16** ITS, IT'S
- 17 LEAD, LED
- 18 NOT, KNOT
- 19 NO, KNOW, NOW
- **20** OF, HAVE
- **21** OF, OFF
- 22 OUR, ARE
- 23 QUIET, QUITE
- **24** STATIONARY, STATIONERY
- **25** THERE, THEY'RE, THEIR
- **26** THERE'S, THEIRS
- 27 THREW, THROUGH
- **28** TO, TOO, TWO
- **29** WEAR, WHERE
- **30** WEATHER, WHETHER
- 31 WHO'S, WHOSE
- 32 YOUR, YOU'RE

I AND E-

- 1 Complete the words in these sentences by adding either **ie** or **ei**.
- a) He kicked the ball across the f__ld.
- b) That c___ling needs painting.
- c) Did you rec___ve my message?
- d) There was a br___f interval in the middle of the film.
- e) The shop assistant would not give him a refund because he had lost his rec___pt.
- f) She heard the news with great rel f.
- g) The th___f who stole my bag has been caught.
- h) I've got two nephews and one n ce.



- a) I bel___ve you are trying to dec___ve me.
- b) She rec___ved the bad news in silence but it caused her gr___f.
- c) The prisoner was rel___ved to hear he had been given a repr__ve.
- d) When she found out that he had dec___ved her, she tore his letter into little p___ces.
- e) The winner of this year's dog show is a golden retr___ver.
- f) The police thought it was inconc___vable that the th___f would be able to get away.
- g) Although it was dark, he soon perc___ved that he was not alone in the room.
- h) There is no need to look so conc___ted just because you can do this exercise!





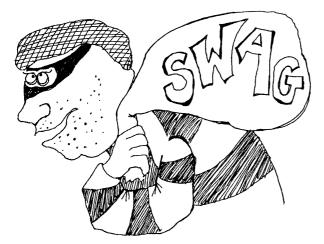
3 See if you have learnt the rule by doing this crossword puzzle. All the clues will give you words with **ie** or **ei** in the middle.

Clues Across

- 1 Short.
- 2 Someone who takes what does not belong to him or her.
- 3 Dishonesty.
- 4 What you get after you've paid for something.

Clues Down

- 1 To get something back.
- 2 An open space where you play games or grow crops.

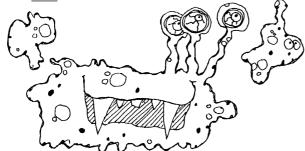


I AND E EXCEPTIONS

- 1 Fill in the gaps in these words by adding ie or ei. Some of the words follow the ie rule and some of them break it.
- a) gr___f (sadness)
- b) th___r (belonging to them)
- c) rec___ve (to get)
- d) p___ce (a bit of something)
- e) y___ld (to give in)
- f) s___ze (to snatch)
- g) h___ght (how tall something is)
- h) shr k (to scream)



- 2 Fill the gaps in these sentences with either ie or ei.
- a) If you eat all those sweets you are bound to put on w___ght.
- b) I could not bel___ve my luck when my number came up in the raffle.
- c) He suddenly s___zed her arm.d) There were only seven or ___ght people at the party when I arrived.
- e) He knew he was surrounded but he would not y___ld.
- f) The w___r stopped the river from flooding.
- g) I rang her up for a br___f chat.
- h) We've got exams in maths and sc___nce this week.



- 3 Now do the same with the gaps in these sentences.
- a) The plane was flying at a h___ght of 30,000 feet when it was s___zed by a gang of armed men.
- b) The athlete rec___ved an award for his outstanding ach__vements.
- c) Sc___ntists are putting all th___r efforts into finding a cure for this deadly disease.
- d) The film was about some w___rd aliens who could walk on the c___ling without falling off.
- e) We climbed to the top of the anc___nt tower to look at the v___w.
- The shop assistant looked carefully at the £20 note she had rec ved to make sure it was not counterf t.
- g) This is my n___ce Sh___la and my nephew K___th.
- h) The n___ghbours were always complaining about th___r noisy parties.

PLURALS WITH S

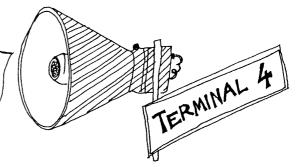
1 Turn these words into plurals by adding **s** or **es**.

book – stitch – potato – tree bench – shop – video – box

Now make a list of three other plurals that end in **s** and three that end in **es**.

- 2 Complete the words in these sentences by adding **s** or **es**.
- a) I think those bird__ are finch__.
- b) The park bench__ have all been vandalized.
- c) Some of these word__ are quite hard to spell.
- d) The light switch__ in my room are not working.
- e) She put some sandwich__ in their lunch box .
- f) His jokes always have me in stitch__.
- g) There are usually more student__ in this class.
- h) I hope your wish all come true.





- 3 Now turn the words in the following sentences into **plurals**. Change any letters that you need to.
- a) I bought some potato___, tomato___ and egg___.
- b) Lorry are supposed to keep to the slow lane on motorway.
- c) She keeps losing her key__ and her glass__.
- d) Most of the factory__ in this town have closed down over the last couple of year__.
- e) I like going to disco__ but my boyfriend always wants to stay in and watch video .
- f) The angry tourist__ complained about delay__ at the airport.
- g) Those guy__ spend all their time playing computer game__.
- h) The cry_ of the hungry baby_ were getting louder and louder.

PLURALS WITHOUT S

1 Write the **plurals** of the following words.

mouse – goose – Frenchman aircraft – deer – woman man – bureau

Can you think of any other plural words that end without an s? Make a list of as many words as you can, and then compare your list with another student's.



- 2 Now complete these sentences by changing the words in brackets to **plurals**.
- a) The (deer) were grazing quietly in the park.
- b) Those chocolate (gateau) were delicious.
- c) The (spacecraft) were getting ready for take-off.
- d) I am terrified of spiders and (mouse).
- e) There are two Citizens' Advice (Bureau) in this town.
- f) The noise of the (hovercraft) startled the (goose).
- g) Have you seen those two (woman) before?
- h) Counting (sheep) is supposed to help you get to sleep but it's never helped me.

- 3 Do the same with the following sentences.
- a) They are grown (man) but they behave like (child).
- b) I bought some (orange) and (grapefruit) at the supermaket.
- c) In the autumn you can often see (flock) of (goose) and other birds flying south for the winter.
- d) (Pilot) are trained to fly their (aircraft) in bad weather.
- e) There were two French (woman) and several (German) in the group of visitors.
- f) Our geography teacher explained that flat (area) on top of hills or mountains are called (plateau).
- g) At the end of the meal the waiter brought us a selection of (cheese) and (gateau).
- h) (Man), (woman) and (child) gazed in astonishment as the fleet of (spacecraft) landed in the middle of the shopping centre.

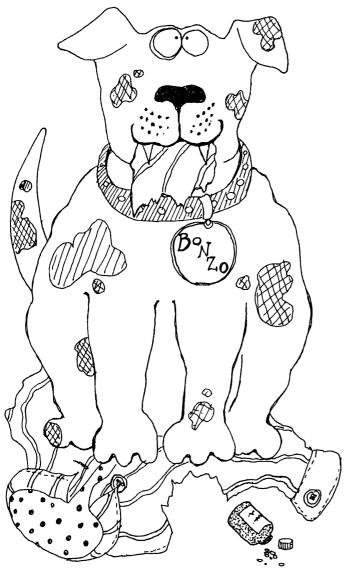
-ADDING ABLE, IBLE, UBLE-

1 Change the following words by adding **able**. Remember to take off the **e** if you need to, and to watch out for words ending in **y**.

break – love – manage – laugh excite – change – enjoy – rely

Now change these words by adding **ible**. Miss off the last letter if you need to.

sense – flex – terror



2	Complete the words in these
	sentences by adding able, ible or
	uble. Change or miss out letters if
	you need to.

a)	These chocolates are irresist
b)	If I don't improve my spelling I will
	he unemploy

c) The chemist gave her some sol_____
tablets

d)	The	party	was	quite	eniov	,
u,	1110	party	vvus	quite	CHIO	•

e) This car is very rely____.

f) He has a horror____ temper.

g) That was the most incred____ film I have ever seen.

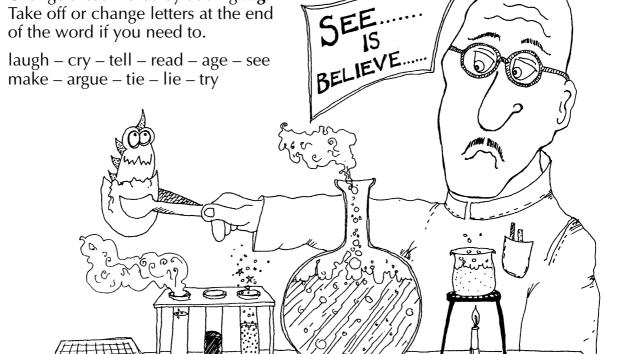
h) This exercise is quite difficult, but it's manage____.

3 Now complete the words in the following passage by adding **able**, **ible** or **uble**. Again, you will have to change or miss out letters in some of the words.

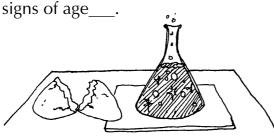
Bonzo was an ador____ puppy, but as he grew older, he became so excite____ that he was quite unmanage____. First he chewed up my Dad's reverse____ jacket and then he had to be rushed to the vet because he'd swallowed some sol____ tablets. When he buried a bone under the back seat of our neighbour's convert____ car, we decided to take him to dog training classes, which he seemed to find very enjoy____. But the woman who ran the classes said it was imposs____ to train Bonzo, even though he was so lov____.

ADDING ING

1 Change these words by adding **ing**. of the word if you need to.



- 2 Now complete the words in these sentences by adding ing. Take off or change any letters you need to.
- a) That boy is always tell___ tales.
- b) I've just been read___ a really good book.
- c) They were argue___ so loudly, you could hear them across the road.
- d) We've been live___ here since last
- e) I'm revise___ for my exams. f) They are fly___ to Spain in the
- morning.
- g) Kevin and Sandra are tie___ the knot this Saturday.
- h) This face cream is supposed to stop



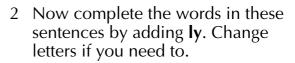
- 3 Do the same with the words in the following sentences, adding ing and taking off or changing any letters you need to.
- a) They say scientists are bring dinosaurs back to life, but I think see___ is believe_
- b) See___ all the people queue_ outside the shop, he went over to see what all the fuss was about.
- c) The headteacher is try___ to stamp out bully___ at the school.
- d) With his die breath, the old man revealed the secret he had been keep___ all these years.
- e) Those two are always argue___ and shout at each other.
- f) She is study___ hard and try___ to improve her grades.
- g) He was drive so fast, it was make___ me nervous.
- h) Mrs Jones is a very care_____, understand___ person.

ADDING LY

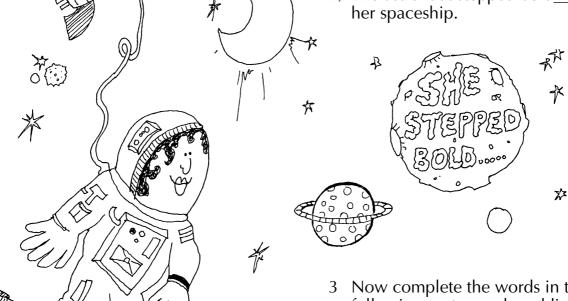
1 Add **ly** to these words. Delete, add or change any letters you need to.

sweet – brave – smooth – cold dreamy – happy – busy – angry usual – beautiful – public – automatic

4



- a) She looked at me cold___.
- b) The room was dim___ lit.
- c) He shouted angry___.
- d) They stared at our food hungry____.
- e) The children were playing happy____
- f) Jane spoke airy___ about her plans for the future.
- g) I am now active___ looking for a job.
- h) The astronaut stepped bold out of her spaceship.



- 3 Now complete the words in the following sentences by adding **ly**. Change any letters you need to.
- a) She always drives slow___ and careful .
- b) 'I speak English and Urdu fluent___,' she said angry___.
- c) Those doors usual ___ open automatic ___ but they seem to be stuck today.
- d) He announced the news public____
- e) After the play, the stage seemed strange___ empty and odd___ silent.
- f) Lucky ___ the house was not too bad___ damaged by the flood.
- g) Occasional he does behave thoughtful....
- h) Diana smiled sweet___ and looked true___ pleased with her present.

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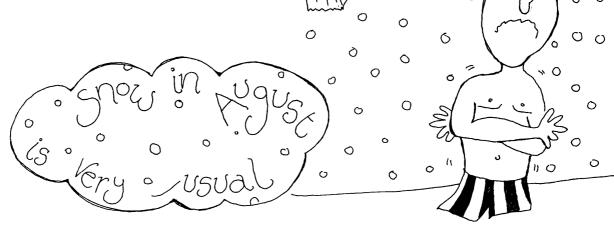
NEGATIVES

1 Change these words into negatives by adding **un** or **im**.

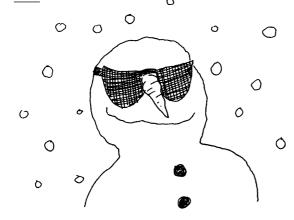
likely – able – usual – possible

Now change these words by adding **in** or **ir**.

responsible – formal – sincere – direct



- 2 Complete these sentences by filling in the gaps with **un**, **im**, **in** or **ir**.
- a) It was ___possible to say who was telling the truth.
- b) He was ___able to answer the question.
- c) This pudding is completely ___edible.
- d) She was ___patient with the noisy children.
- e) I tried to ___do the damage I had caused.
- f) Their behaviour was ___responsible.
- g) Snow in August is very ___usual.
- h) I know that my fear of spiders is rational.



3 Now complete the following passage, filling in the gaps with **un**, **im**, **in** or **ir**.

0

0

My first day on work experience was an ___believable disaster. I was ___able to get to the restaurant on time because my bus was caught up in traffic and remained ___mobile for about half an hour.

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The boss was ___reasonably angry when I arrived and listened

___patiently while I explained what had happened. Then as soon as I started doing the washing up, I broke a plate which she said was

___replaceable.

Later a customer complained that the food was ___edible and said he had found a fly in his soup. When I said that the fly seemed ___visible, he told me I was an ___polite,

__helpful and ___responsible young so-and-so. He was so ___kind, it was bearable.

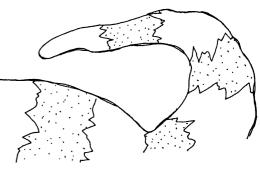
Trushed out feeling ___adequate and leaving my work ___finished.

OPPOSITES

- 1 Change the words in these sentences by adding **dis** or **il**.
- a) People who cannot read or write are called ___literate.
- b) It is ___legal to park in this road.
- c) I ___agree with everything you have said.
- d) Her handwriting is completely legible.
- e) The referee allowed United's
- f) The shopping centre has facilities for people with ___abilities.
- g) They seem to ___like each other.
- h) The employee was sacked for being

loyal.

- 2 Now change the words in these sentences by adding ill- or non-.
- a) She is an ___natured person.
- b) I enjoy reading novels but I don't like fiction.
- c) The factory produces ___toxic chemicals.
- d) We danced ___stop until midnight.
- e) I think your behaviour was timed.
- f) The ____smokers can now sit in a separate part of the restaurant.
- g) You would be advised to disturb him when he is busy.
- h) There is no need to be so mannered.



- Fill in the gaps in the following sentences by adding dis, il, ill-, nonor ab.
- a) I think your idea is a ___starter. It is probably ___legal and definitely honest.
- b) The official behind the desk was courteous and ___tempered.
- c) That cat is ___normally large.
- d) I ___like people who are ___loyal.e) You are doing yourself a ___service by behaving in this ___mannered way.
- f) The lorry travelled ___stop from Cardiff to London carrying hazardous chemicals.
- g) I thought her arguments were logical and I told her I ___agreed with what she had said.
- h) The ___smokers complained about the ___comfort of sharing a room with the smokers.

APOSTROPHES

- 1 Shorten these pairs of words by using **apostrophes**.
- a) I am
- b) he is
- c) I have
- d) she has
- e) they are
- f) I shall
- g) he will
- h) you have

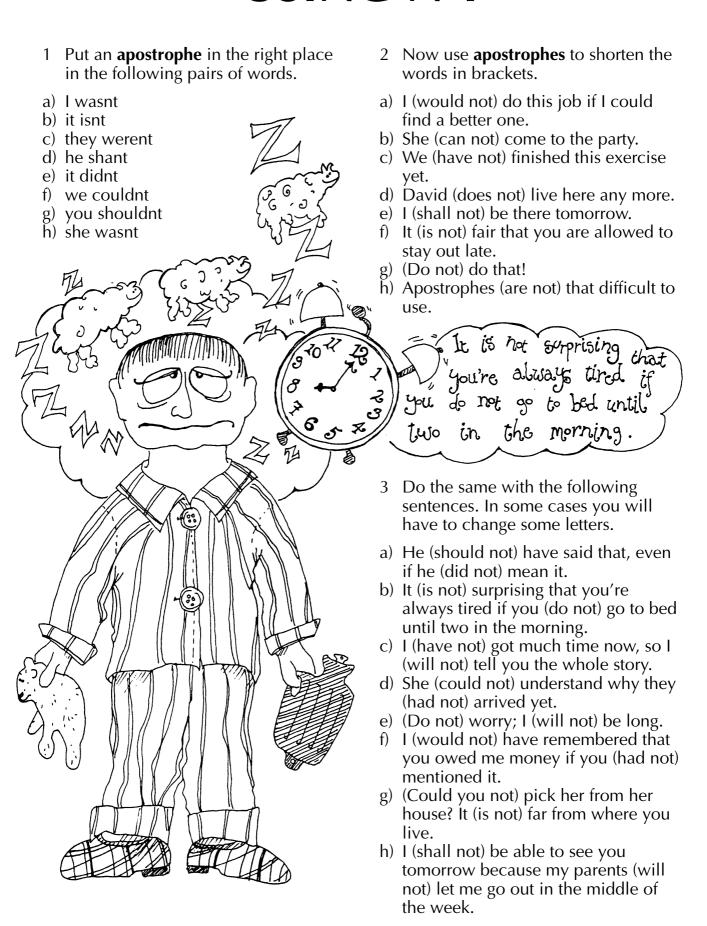
- 2 Now use **apostrophes** to shorten the words in brackets in the following sentences.
- a) (You are) the last person I expected to meet here.
- b) She said (we would) have to wait and see what would happen.
- c) (I shall) see you later.
- d) He says (he has) lost his football kit.
- e) (It is) quite warm today.
- f) (You will) be late unless you hurry.
- g) Janice said (she had) already read that book.
- h) (I would) keep quiet about that if I were you.



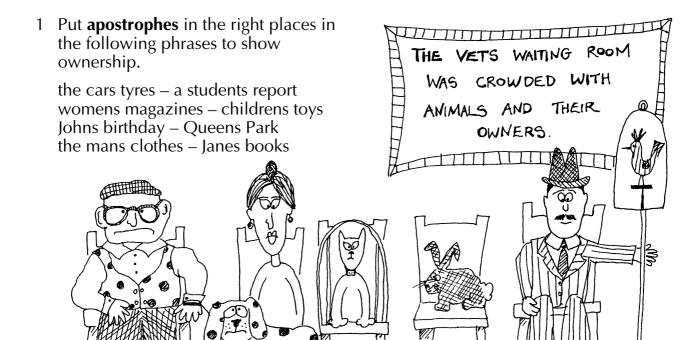


- 3 Do the same with the words in brackets in the following sentences.
- a) (I would) have done the dishes if (you had) asked me.
- b) She says (she has) passed her driving test but (I am) not sure I believe her.
- c) (I would) have come to the party if (I had) had something to wear.
- d) You should have seen her face when I told her (she had) won.
- e) (That is) it! (I have) had enough.
- f) (You will) have to watch out now that (he has) found out where you live
- g) (I would) have gone to buy it last week, but (it is) too late now.
- h) They should have won the cup last year, but (they have) no chance of winning it this year.

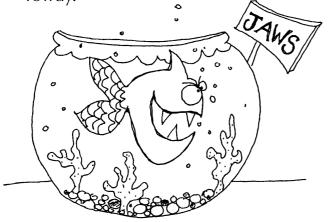
USING N'T



-OWNING APOSTROPHES -



- 2 Now put **apostrophes** where they are needed in the following sentences.
- a) The students common room was very crowded.
- b) The company turned down the workers demands.
- c) The workers friends went to help him when they saw he was hurt.
- d) I borrowed my friends cassette.
- e) Kevins dog has hurt its paw.
- f) All the books covers need dusting.
- g) That books title is a little strange.
- h) The childrens party was getting very rowdy.



- 3 Again, put **apostrophes** where they are needed in the following sentences but watch out for one sentence that does not need any apostrophes at all!
- a) The shops manager refused to hear the customers complaint.
- b) The vets waiting room was crowded with animals and their owners.
- c) There were some good price reductions in the womens dress department.
- d) Sandras parents were invited into the headteachers office.
- e) There was a mouthwatering display of oranges, apples, cherries and strawberries on the stall.
- f) The solicitors desk was piled high with letters and clients files.
- g) This years womens final was very exciting but the mens final was disappointing.
- h) The bus drivers patience with his passengers behaviour began to wear thin.

— ACCEPT, EXCEPT, EXPECT —

1	Fill in the gaps in the following sentences with accept or except .	2	This time fill in the gaps with except or expect .
	Everyone Steve will be at the match.		I to see you in the morning We went to Benidorm every year
b)	He could not the job offer.		1992.
c)	It was a difficult situation to	c)	for James, they were all pleased.
d)	This top is just what I wanted, for the colour.	d)	It's always best to the worst.
	I enjoy all the subjects I am taking,	e)	I did not to see him again.
f)	for maths. We packed everything the	1)	Is it too much to you to help with the washing up?
1)	kitchen sink.	σ)	I saw a film called 'Great
σ)	The waitress refused to a	8)	ations'.
8)	tip.	h)	There is always oneion to
h)	I decided to the invitation.	••,	the rule.
		With —	n pleasure for he one from Bob.
		3	Now complete these sentences with accept , except or expect .
		a)	I I'll end uping his offer.
		h)	Sheed all the presents with
		D)	pleasure, for the one from Bob.
		c)	for the last part of the story,
			it was just what he had to
•			hear.
$\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ $	WITH THE PARTY OF	d)	I that I can't really
			any better from you.
1	W W STAN	e)	Sheed that there was a
*			problem, but she couldn'this solution.
٦		f)	
		1)	They to see him every day this week for Wednesday
	and the Robert of the Robert o	g)	this week for Wednesday. He refused to anything
	1005 /	8/	He refused to anything his asking price for the
	*** \		house.
	V	h)	It is never easy to defeat

BOUGHT, BROUGHT —

a) b) c) d) e) f) g)	You seem to have the whole shop. I only what I needed.	a a a		
a)	Now fill in the gaps in these sentences with either bought or brought . He some new clothes in the sales. I should have my	3	See if you have understood the difference between bought and brought by writing three sentences using bought and three using brought .	
c) d) e) f) g)	swimming things with me. I wish I hadn't gone into that shop and the cake. They a new car. Steve his new girlfriend to my house. He was up in France. They more than they could afford. I am sorry I up the subject.			

- HERE, HEAR ----

a) b) c) d) e) f) g)	Fill in the gaps in the following sentences with hear. The music is so loud, I can't myself think. As you grow older, your ing may deteriorate. I you are moving house soon. She couldn't the television. Now fill in the gaps in these sentences with here. Come we are, home at last. They've lived around for a long time. Your coat is over	Tol clear.
a) b) c) d) e) f)	Fill in the gaps in these sentences with either hear or here. I can you loud and clear. Have you seen my ing aid? It must be somewhere. She couldn't a word he was saying. The fans were all shouting, ' we go! we go!' Some animals can much more than we can. My uncle is a little hard of ing. Now look We can't both stay I they have decided to move	3 Now see if you can tell the difference between hear and here by writing three sentences with hear and three with here. / 2 3 / 2 3

ITS, IT'S

	•	<u> </u>
1	Fill in the gaps in the following sentences with its .	
b)	You can't tell a book by cover. The dinosaur stood up on hind legs.	
	Her car failed M.O.T. I think this cheese is past sell-by date.	W 8.
	Now fill in the gaps in these sentences with it's .	
f)	not a bad idea. I think going to rain not fair! a pity you won't be able to join us tomorrow.	
	THE DINOSAUR STOOD UP ON	
2	Fill in the gaps in the following sentences with either its or it's .	3 See if you can tell the difference between its and it's by writing three
b)	hurt paw, the poor thing!too bad that raining again.My coat has lost all buttons and looking very shabby.	sentences with its and three with it's .
d)	The tree is beginning to shed leaves.	2
	only fair to warn you that still a serious problem.	3
	The company has had to lay off some of staff.	
g)	difficult to say if the team will be able to repeat success this	2
h)	season. That parrot looks dead on perch.	3

LEAD, LED

Fill in the gaps in the following sentences with lead.
 a) I'm teaching my dog to walk on a
 b) You ______ the way and the rest of us will follow.
 c) The cyclist in the red shirt was in the
 d) He is a _____ ing expert on crime.
 Now fill in the gaps in these sentences with led.
 e) He _____ me up the garden path.
 f) The guide _____ the tourists

towards the castle.

march.

g I am sorry if I mis_____ you. h) The women _____ the protest 2 Fill in the gaps in the following sentences with lead or led. But remember, lead has several different meanings.

1)	Un	_ed petrol is chea	per than
	the kind th	nat contains	·•

b) Fido always tugs at his _____ because he wants to be the er of the pack.

C)	As they	the prisoner from
	the dock, he	was still denying that he
	had	anyone astray.

- d) He tried to _____ the others along the road that ____ to safety.
 e) He is a born ____ er, which is why
- e) He is a born _____er, which is why he doesn't like being ____.f) The _____ from the window panes
- f) The _____ from the window panes was missing, which ____ me to realize that someone had broken into the house.



1			
2			
3			
1			
2			
3			

3 Now see if you can tell the difference between **lead** and **led** by writing three sentences with **lead** and three with **led**. Try to bring out the different meanings of **lead**.

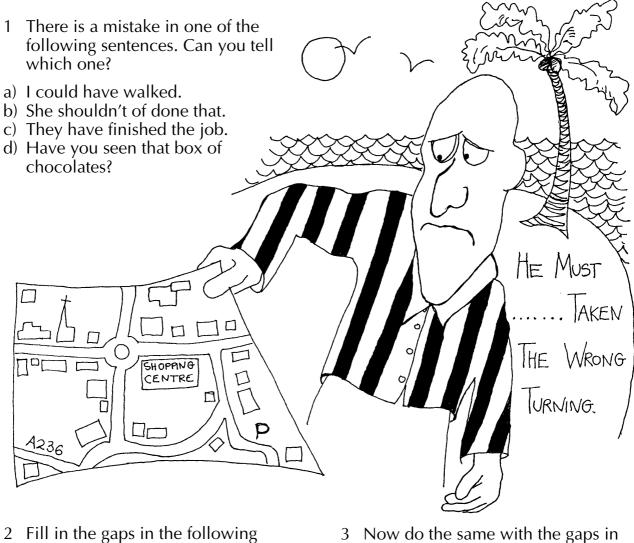
NOT, KNOT –

1	Fill in the gaps in the following sentences with not .	
a)	She's going out with him	
b)	any more. The cafe does open until six.	
c)	This programme is very	
d)	good. I'm too bothered about that.	
ŕ	Now fill in the gaps in these sentences with knot .	
	This is very tight.	Man Silvie Got Significant of the second of
f)	My stomach always gets tied up in s before an exam.	
g)	The boy scouts learned to tie	
h)	different kinds ofs. This is aty problem.	
11/	ty problem.	1. 15 SS SS
		37 % 555
	TO BRUSH	THE LEGIST
	SHE TRIED TO BRUSH. OUT OF HER	HAIR. H
		(\(\)(\)(\)(\)(\)
		, is /
		γ· •
2	Fill in the gaps in these sentences	3 See if you can tell the difference
_	with either not or knot .	between not and knot by writing
	He could undo the	three sentences with not and three with knot .
b)	We are getting through our money at a rate ofs.	/
c)	I do think this will	
	come loose.	2
a)	She tried to brush thes out of her hair.	
e)	That's the way to tie a	3
f)	There wereholes in the	<u></u>
	plank of wood.	
g)	He could explain what had	2
	happened without getting himself tied up ins.	3
h)	That isty	
	problem as you seem to think.	

NO, KNOW, NOW -

1	Fill in the gaps in the following	τ 20.20.00
	sentences with no or know .	
a)	Do I you?, you don't. There is time to lose.	
b)	, you don't.	
۲) C)	ing that she would be late,	
u)	she started running.	
e)	Do you what I mean?	*
	You must that this can't go	Fan (1) 14
,	on.	1000
g)	There is way that I can buy	The state of the s
	that bike.	
h)	There is exit on that side of	<i>→</i> • <i>→</i> • <i>→</i>
	the building.	To the state of th
	,	1 3 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
	(2)	
	Translito	A COLA NA OLO COLO COLO COLO COLO COLO COLO COLO
	I used to	
	how to do that dance, but I *	
ساد	How to do altas	
7	dance but 1 *	
	Control, Dord m	
	don't	
	#	
2	Now fill in the gaps in these	3 See if you can tell the difference
	sentences with know or now .	between no , know and now by using
a)	I who you are.	each word in three sentences of your
b)	I who you are. that we each other	own.
	better, you can tell me the truth.	1
c)	I this is a difficult decision	
	for you.	$\frac{1}{2}$
d)	Please let me have an answer	2
\	·	3
e)	Hes there is no	2
Ω	hope of escape.	
1)	Do you what the time is	<u>/</u>
g)	I used to how to do that dance, but I don't	2
h)	see what you've done!	
11)	see what you we done:	3

OF, HAVE



		ounds left	
b)	course	you can s	it here.
	They to		
d)	I bought a packe	et	crisps.
e)	He climbed to the	ne top	the
	tree.		
f)	I would	warned y	ou if I'd
	had the chance.		
	You could	waited	ł.
h)	You should	seen	his face.

sentences with either of or have.

3	Now do the same with the gaps in these sentences.
a)	I would bought a packet biscuits if I'd known they
b)	were coming. You couldn't done anything else in the circumstances.
c)	course, he is a valued
	member the staff.
d)	you seen her yet? She
	should arrived by now.
e)	I should brought another
	box matches.
f)	Any one my friends could
	told me.
	Kate would been better off
	without him.
h)	He must taken the wrong
	turning.

OF, OFF

1	Fill in the gaps in the following sentences with of .	
	I'll have a carton milk, please. There are a lot people here	
d)	today. A piece the jigsaw is missing. We're going to the IsleWight next week.	
	Now fill in the gaps in these sentences with off .	.0.
f) g)	The little girl fell the swing. Get that chair. We set at dawn. He's work today.	
(DIVING.
2	This time, fill in the gaps with either of or off.	3 Now see if you can tell the difference between of and off by writing three
b)	course you can have a day He fell his bike.	sentences of your own using of and three using off .
C)	She took a bottle wine the shelf.	<u>/</u>
d)	You look a bit colour today. We were full dread as we set	2
	to find her. Take the lid and help yourself to	3
	a slice cake. He jumped the diving board	
	into the middle the pool.	
11)	Those eggs have been in the fridge so long they've gone	2
		3

OUR, ARE —

		4 4
1	Fill in the gaps in the following sentences with our .	
a)	Kevin has passed all his	
b)	exams. That's new teacher.	
c)	train leaves in a minute.	
a)	Look at it from point of view.	
	Now fill in the gaps in these sentences with are .	
e)	you ready yet?	
f)	They waiting for a bus. Mike and Peter applying for	
g)	the same job.	
h)	You awful.	
		(# (3) M
		The state of the s
		1 x 3 3 9
	Die going to	
	The way going to have way fortunes of told. ()	7// 2/ 6) }
	nave was fortunes m	
	Dartold a _ N	V \mathfrak{H}
	D'A BOLO. C TO TO	
		2. Now soo if you can tall the difference
2	This time, fill in the gaps with either our or are .	3 Now see if you can tell the difference between our and are by writing three
a)	We going to have	sentences with our and three with are .
	fortunes told.	1
D)	you saying that you have lost files?	
c)	instructions quite clear.	2
a)	I think they trying to catch attention.	3
e)	Adults not always aware of	
f)	problems. We going out now if you	1
	ready.	2
g)	I am not sure that those thingss.	
h)	s. opinions the same.	3

QUIET, QUITE —

1	Fill in the gaps in the following sentences with quiet .	CLASS Z
b)	Be! You seem very today. They were speakingly. I'd like some peace and	
	Now fill in the gaps in these sentences with quite .	
f) g)	You are right. I'm not sure where he is. This is not what we had in mind. She looks happy.	
	BE	
2	This time, fill in the gaps with either quiet or quite .	3 Now see if you can tell the difference between quiet and quite by writing
a)	He wasly strumming a guitar.	three sentences with quiet and three with quite .
	It's in here today. I was surprised when he started shouting in the waiting room.	2
d)	He felt tired after trying to	3
e)	get the class to be I am hoping for a Christmas this year.	7
f)	Have you finished?	
g)	He movedly through the	2
	house.	
h)	This CD is not as expensive	3
	as the others.	

- STATIONARY, STATIONERY -

1	Fill in the gaps in the following sentences with stationary .	Summun # #
a)	Don't get out until the train is	AFTER WALKING ALL
	I walked along the row of cars.	DAY, IT WAS A RELIEF TO BE
	After walking all day, it was a relief to be .	Emmy "
d)	Police surrounded thevehicle.	
	Now fill in the gaps in these sentences with stationery .	
f)	The cupboard is empty. I bought some paper, envelopes and other	o o o o o o o o o o o o o o o o o o o
g) h)	other His father owns a shop. I must order some more for the office.	
	TRAFFIC WARDEN	
2	This time, fill in the gaps with stationary or stationery.	3 Now see if you can tell the difference between stationary and stationery by
	The van was full of	writing three sentences of your own with stationary and three with
b)	There was so much traffic that we	stationery.
C)	were for an hour. The shop is across the	
	road.	
d)	The traffic warden approached the vehicle.	2
e)	The cat stalked the mouse so slowly,	3
f)	it seemed almost She waited until the train was	
1)	and then jumped off.	<u></u>
g)	You can buy from the	
۲)	mobile shop when it is The largy stopped so suddenly that	2
11)	The lorry stopped so suddenly that all the boxes of it was	
	carrying spilled out onto the	3
	vohicles pearby	

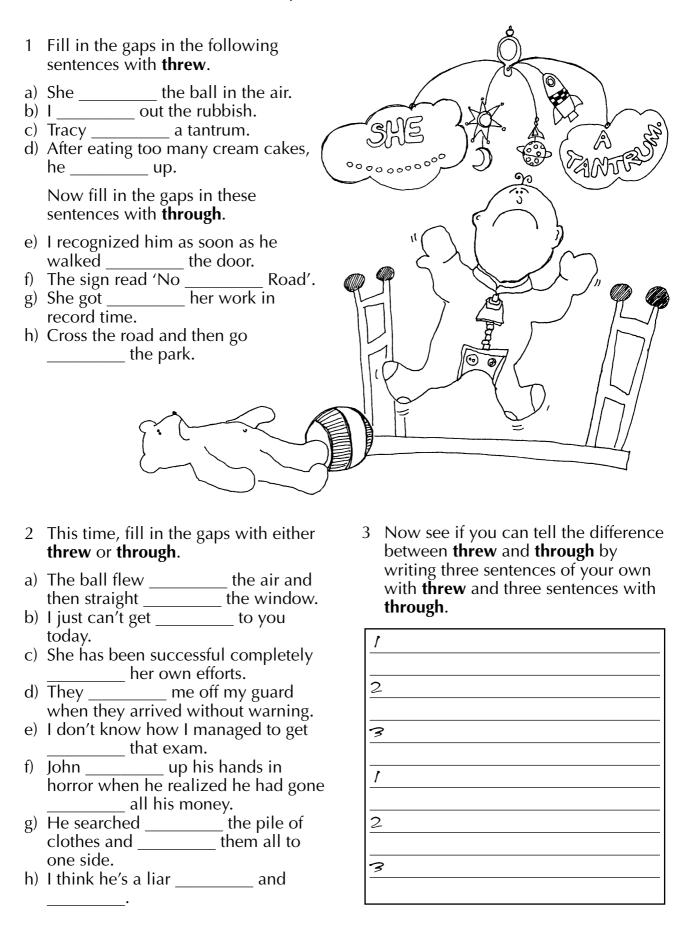
— THERE, THEY'RE, THEIR —

1	See if you can tell the difference between there , they're and their by doing this crossword puzzle.	\sim	
CI	ues Across	7',	2.
1 2	Belonging to them. In that place.	\big \cdot	51
CI	ues Down	\searrow	
1	They are (remember to include the apostrophe). Something you say several times		
۷	when you are comforting someone.	5	
	's no	553	
	way I'm acina to	2.	
Š	clean up		chin day
	mess.	·/ \ E	227
2	Fill in the gaps in the following sentences with there or their .	3	This time fill in the gaps with there , they're or their .
a) b)	It's over I think is going to be some		getting exam results today.
	trouble here parents have come to pick		Is any reason why Gary and Sangita are not?
d)	them up. Is anything the matter?	c)	Are on way home. Are any people who want to
	Now fill in the gaps in these sentences with there or they're .	e)	buy pictures?'s no way I'm going to clean
e)	are two sides to every argument.	f)	up mess. Don't worry. I'm sure
f) g)	going out with each other. I think staying here tonight.	g)	by now. lost dog was found over by the canal.
g) h)	both over	h)	',, she said when the child showed her his

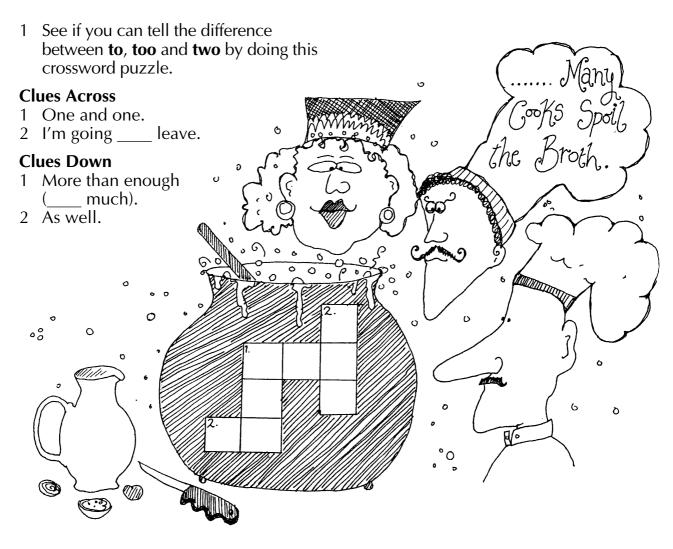
- THERE'S, THEIRS -

a) b) c)	Fill in the gaps in the following sentences with there's . something strange going on a train due in five minutes gold in those hills. He says nothing left to do.	GOLD IN THOSE HILLS.
	Now fill in the gaps in these sentences with theirs .	
f)	That's not ours; it's It took us an hour to get from our house to	
g) h)	wing mirror. I think is the winning number.	
	GOLD	
a)	or theirs . no reason to wait.	Now see if you can tell the difference between there's and theirs by writing three sentences of your own with there's and three with theirs .
b)	I hear a match on tomorrow no point in arguing, because	
,	the money is	
a)	Are you sure those clothes are?	2
e)		
f)	eye. This is our room and that one is	3
	·	1
g)	been an accident involving three cars, and I think one of them is	
h)	The fault is	2
11)	The fault is, and alone.	3

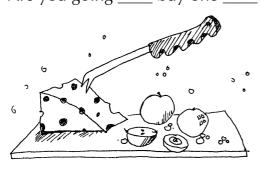
THREW, THROUGH



TO, TOO, TWO



- 2 Fill in the gaps in the following sentences with **to** or **too**.
- a) We're going ____ the disco.b) There's ____ much noise here.
- c) I'd like some coffee . .
- d) He wants ____ stay in tonight.
- e) This task is ____ important ____ rush.
 f) It's ____ early ___ go out.
- g) ____ many cooks spoil the broth.
- h) Are you going ____ buy one



- 3 Now fill in the gaps in these sentences with **to**, **too** or **two**.
- a) Those ____ girls are ____ young ____ see that film.
- b) Are you going ____ take him ____ the doctor?
- c) It's ____ soon ____ tell if the operation has been successful.
- d) Are you ____ ready ____ go out yet? e) I think there were ____ of them, but
- it was ____ dark ____ be certain.
- f) It's ____ much of a coincidence that ____ people should come up with the same excuse.
- g) Tariq is going ____ join the team and
- h) Since when did ____ plus ____ equal five?

WEAR, WHERE -

1	Fill in the gaps in the following sentences with wear .	
a)	I am not going to that shirt again.	3
b)	She nevers the same thing twice.	
c)	These old shoes are beginning to	
d)	I likeing comfortable clothes.	*:
	Now fill in the gaps in these sentences with where .	Environment of the second of t
e) f)	I don't know Sue is today.	
h)	did you put that book? The man is still standing we saw him before.	
	its the kind of o	
	Party you can v	
	Party you canwhatever you o	
2	This time, fill in the gaps with either wear or where.	3 Now see if you can tell the difference between wear and where by writing
ر م		three sentences of your own with
b)	She ising the ring I gave her. It's the kind of party you can	wear and three sentences with where.
C)	whatever you like. My patience is beginning to	<u>/</u>
C)	thin.	
d)	The carpet ising out	2
,	people keep walking on it.	
e)	's my bag? I don't remember I left it.	3
f)	He noticed a place the	
-,	water had started to away	<u>'</u>
	the river bank.	${2}$
g)	I haven't got a thing to is she goinging that	
n)		3
	old coat?	

WEATHER, WHETHER -

		"
1	Fill in the gaps in the following sentences with weather .	
- \		Woodher John Mich
a) -\	The has been fine all week.	
D)	I would like a job as a	
۵)	forecaster.	() ()
ግ) C)	It's fine for ducks. If the changes soon, we	0,0
u)		
	can go out.	
	Now fill in the gaps in these sentences	
	with whether .	
~)	Voulve get to do it	
e)	You've got to do it you	
f)	want to or not.	
۵) ۱)	I wonder he'll be on time. Ask him he'd like another	
g)	cup of tea.	
	I don't know I'm coming	
11)	or going.	
	or going.	
		M
		w/W
2	This time fill in the gaps with either	3 Now see if you can tell the difference
	weather or whether.	between weather and whether by
`		writing three sentences of your own
	There is no way of knowing	with weather and three with whether .
	the will	
ı \	remain fine.	1
D)	She did not know or not	<u>/</u>
~)	to agree with his suggestion.	
C)	I couldn't tell they'd seen me or not.	2
۹)		
u)	I'm sure we can this storm. He looked outside to see	3
e)	the had cleared up	
f)	the had cleared up or not the builders can	1
ı <i>)</i>	finish the job today depends on the	<u>'</u>
	minish the job today depends on the	2
`		
g١	Find out they want to	2
g)	Find out they want to join us.	
_	Find out they want to join us. I wonder it'll snow this	3

- WHO'S, WHOSE ——

		A CONTRACTOR OF THE PARTY OF TH
1	Fill in the gaps in the following sentences with who's .	
a) b) c)	made all this mess? going to meet her? There's the man won the	50
d)	pools. I looked up our local MP in a book called ' Who'.	
	Now fill in the gaps in these sentences with whose .	ALL THE STATE OF T
f)	bag is this? That's the woman car was stolen.	In the man *30
g) h)	I don't know work this is house is that?	won the pools.
	# 20 # 27 OL 20 P	
	This time, fill in the gaps with either who's or whose.	3 Now see if you can tell the difference between who's and whose by writing three sentences with who's and three
a)	going to pay for this damage?	with whose.
b)	coat is that?	1
C)	There's the man son has won the race.	
d)	I know book this is, but read it?	2
e)	read it?	3
	going to help them? responsibility is it?	2
f)	Mike, bike is missing, wants	7
	to know taken it interested in what I do?	
g)	business is it?	2
h)	let the cat out of the bag?	
		3

YOUR, YOU'RE——

	Fill in the gaps in the following sentences with your .	MONEY OR
C)	This is choice tea is ready. Take time. Which is book?	LIFE!
	Now fill in the gaps in these sentences with you're .	5
f)	always arguing. I hope going to join us. Where do you think going? not serious, are you?	
a) b)	This time fill in the gaps with either your or you're. Is this watch? I hope you stick to decision.	3 Now see if you can tell the difference between your and you're by writing three sentences with your and three sentences with you're .
C)	passport and traveller's cheques are in this folder.	1
d)	' money or life,' said	
e)	the highwayman not watching 'This is	2
	Life', are you?	3
T) g)	wasting time. I think having the time of	
	lite.	<u>/</u>
h)	First are going sit down and then going to tell me what	2
	happened to friend.	2
		2