

Literacy Skills

Marks will be awarded in your final GCSE exams for the accuracy of your spelling and it is worth trying to improve your standard to eliminate errors. If your spelling is poor, don't despair - you can do better by adopting the methods below and by learning some basic rules of spelling.

- Don't try to memorise long lists of words. Make your own list of important words.
- Write down any word you misspell. Learn the word by looking at it, spelling it out aloud, covering it up and then writing it down without looking at your original. Check, and if necessary, repeat the process.
- Learn groups of words containing the same sequence of letters e.g. IGH, IAL, OUS.
- Break down words into their component parts
e.g. CON + FIGUR + ATION = CONFIGURATION

Basic spelling rules

- 'i' before 'e' except immediately after 'c' or when sounded as 'a'.
- Where a word ends in more than one consonant, the final consonant is not doubled.
- Where a word ends in a soft 'ce' or 'ge', retain the 'e' before adding 'able' or 'ous'.
- Where a verb ends in 'ie', change the ending to 'y' before adding 'ing'.
- Drop the final 'e' before adding a suffix beginning with a vowel.
- Retain the final 'e' where a suffix begins with a consonant.

Our Examples	Your Examples
DECEIT WEIGHT	
TALK - TALKED SLUMP - SLUMPED	
NOTICEABLE OUTRAGEOUS	
DIE - DYING LIE - LYING	
EMBRACE - EMBRACING ACHIEVE - ACHIEVABLE	
FORCE - FORCEFULLY FIERCE - FIERCENESS	

N.B. Unfortunately each rule has a **few** exceptions.