

/shus/ endings spelt **-cious or **-tious****

Use **-cious if the root word ends in **-ce**:**

concious**** (science)

precious**** (price)

vicious**** (vice)

gracious**** (grace)

ferocious**** (fierce)

malicious**** (malice)

delicious****

suspicious****

Use **-tious if it can also have a **-tion /shun/** ending:**

ambitious**** (ambition)

cautious**** (caution)

infectious**** (infection)

nutritious**** (nutrition)

pretentious**** (pretention)

fictitious**** (fiction)

superstitious**** (superstition)

contentious**** (contention)

Compete rule breaker: **anxious**** and **obno**xious******

/shul/ endings spelt **-cial** or **-tial**

Use **-cial** after a **vowel**:

official

special

artificial

crucial

social

beneficial

superficial

financial ←

Exceptions

→ initial

Use **-tial** after a **consonant**:

partial

confidential

essential

potential

substantial

influential

torrential

Complete rule breaker: controversial

Endings spelt -ant/-ance/-ancy or

-ent/-ence/-ency 1

These words follow no specific rules and you can't hear which ending to use; you just need to learn them. Nonetheless, here are some tips that will help:

TIP: use 'a' if there is a related word with an /a/ or /ai/ sound in the right position:

observant (observation)

tolerance (toleration)

hesitancy (hesitation)

elegant → elegance

restaurant

nuisance

pregnancy

relevant

hindrance

vacancy

significant

distance

truancy

pleasant

ignorance

discrepancy

triumphant

appearance

buoyancy

reluctant

performance

redundancy

Endings spelt -ant/-ance/-ancy or

-ent/-ence/-ency 2

These words follow no specific rules and you can't hear which ending to use; you just need to learn them. Nonetheless, here are some tips that will help:

TIP: use 'e' if there is a related word with an /e/ sound
in the right position:

environment (environmental)

ancient

apparent

parliament

government

excellent

sufficient

equipment

influence (influential)

confidence (confidential)

convenience

existence

conscience

innocence

experience

patience

frequency

emergency

urgency

currency

tendency

decency

consistency

fluency

Endings spelt **-able/-ably**

or **-ible/-ibly** 1

TIP: use 'a' if a complete root word can be heard:

reasonable

enjoyable

adorable

desirable

available

reliable



reasonably

remarkably

understandably

noticeably

uncomfartably

undeniably

(keeps **e**
to keep
soft c sound)

→ 'y' changes to 'i' ←

Some words still use 'a' when you cannot hear a root word:

capable

vegetable

miserably

probably

If the tip confuses you, just learn the words. If ever in doubt, look it up.

Endings spelt **-able/-ably**

or **-ible/-ibly** 2

TIP: use 'i' if a complete root word cannot be heard:

horri <u>i</u> ble	→	horri <u>i</u> bly
terr <u>i</u> ble	→	terr <u>i</u> bly
invis <u>i</u> ble	→	vis <u>i</u> bly
incred <u>i</u> ble	→	incred <u>i</u> bly
poss <u>i</u> ble	→	poss <u>i</u> bly
invincible		impossibly

Some words still use 'i' when you can hear a root word:

sensible
responsible

forcibly
irresistibly

If the tip confuses you, just learn the words. If ever in doubt, look it up.

Adding suffixes that begin with vowels to words ending in -fer

Double r if the -fer is still stressed when the suffix is added:

preferring
preferred

transferring
transferred

referring
referred

inferring
inferred

Single r if the -fer is no longer stressed:

preference

reference

inference

preferable

referee

Single r if the -fer was never stressed to begin with:

differing

differed

difference

offering

offered

Use of the hyphen -

Hyphens join **some** prefixes to root words. Here's why:

To avoid doubling a vowel:

co-ordinate

co-own

co-operate

re-enter

re-examine

To avoid confusion with another word:

re-cover

recover

re-sent

resent

re-sign

resign

With the hyphen, the **re** acts as a prefix
(to do something again).

Without the hyphen, these words have their
own unique meanings.

Words like **redo** & **reheat** don't need a hyphen:

there's no double vowel and there's no other words to confuse them with.

Words with the /ee/ sound spelt ei

after c

The 'i before e except after c' rule works when the sound made by the ei is /ee/:

deceive /ee/ receipt /ee/ ceiling /ee/ conceive /ee/

deceit /ee/ receive /ee/ perceive /ee/

Exceptions – these words contain ei /ee/ but not after c:

caffeine /ee/ protein /ee/ seize /ee/

If the rule confuses you, just learn the words.

If ever in doubt, look it up.

Words containing ough

ough is used to spell a number of different sounds:

ought /or/

bought /or/

brought /or/

thought /or/

fought /or/

nought /or/

though /o-e/

although /o-e/

dough /o-e/

thorough /u/

rough /u f/

tough /u f/

enough /u f/

cough /o f/

plough /ow/

drought /ow/

through /oo/