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Topic: Spelling & punctuation

# Spelling And Punctuation

# Spelling: What are spellings?

Spelling is the process of representing language by means of a writing system.

Spelling is the writing of one or more words with letters. It attempt to transcribe the sound of the language into alphabetric letters.

PHONOLOGY: How words sound.

MORPHEMES: How words are constructed from the meaningful elements.

HOMONYMS: Words that sound similar, but have different meanings and spellings.

A word that is produced the same as another word.

# Spelling Rules:

- To spell a short vowel sound, only one letter is needed:

Examples: Combat, shred, exit, hot, super.

- To spell a long sound you usually must add a second vowel, or you may use the consonants Y or W in place of the vowels.

Examples: Reach, loose, soup, seize, sky.

- Almost no English words end in "V" exception: spiv.

- "Q" is always written as "qu". It never stand by itself. Quick, queen, quarrel etc.

- "i" comes before "e" when it is pronounced "ee".

Examples: Brief, field, priest.

- "i" before e except after "c", or when sounding like "a" as in neighbour or weight.

Examples: receive, deceive, celling.

# *Punctuation:*

## DEFINITION

- The mark such as full stop, comma and brackets is used in writing to separate sentences and their elements to clarify meaning.

## Why do we need punctuation?

- Punctuation allows the auther's writing to be easy to read and understandable for the reader.

## TYPES OF PUNCTUATION

Comma (,)

Colon (:)

Question mark (?)

Quotation mark(" ")

Exclamation Point (!)

Parentheses ()

Aapostrophe (')

# NEED OF PUNCTUATION

Punctuation is the system of signs or symbols given to a reader to reader to show how a sentence is constructed and hoe it should be read.

Punctuation shows how the sentence should be read and makes the meaning clear.

Every sentence should include a capital letter at the start, and a full stop, or exclamation mark or question mark at the end. This basic system indicates that the sentence is complete.