

## Spellcheck Outlaws



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## Spellcheck outlaws

- Your spellcheck program tells you only that a word is misspelled.
- Spellcheck does **not** tell you whether it is the right word.



## Spellcheck outlaws

### Affect

- This word is **always** a verb:
  - The noisy student lounge **affects** her concentration.

**Tip:** affect = action

### Effect

- This word is **usually** a noun:
  - **The** wretched **effect** of the noisy students on her concentration frustrates her.

## Exceptions

- **Effect** is sometimes (though rarely) a verb.
  - I did not imagine the noise alone would **effect** such a change on her study patterns.
- In the jargon of psychology only, **affect** is a noun synonym for **feeling**.

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### Compliment

- This word means *to praise*.
  - He complimented my new green mohawk.

**Tip:** complement = complete  
Each word has two *e*'s.

### Complement

- This word means *to complete*.
  - The wine perfectly complemented the entrée.

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### Everyday

- This word means *routine*.
  - My grandmother wore her **everyday** housedress while she cleaned.

### Every day

- These words mean *each day*.
  - I attend class **every day**.

**Tip:** *Each day* and *every day* have two words. If you can substitute *each day*, use *every day*.

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### Its

- This pronoun shows possession.
  - The dog has been in the woods. **Its** coat is filled with burrs.

### It's

- This word is a contraction for **it is** or **it has**.
  - **It's** never too late to begin all over.

**Tip:** Always test your use of this term by reading **its** or **it's** as **it is**. If **it is** makes sense, use the contraction **it's**.

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### Lay

- This word means *to place*.
  - Please **lay** your books on the table.

### Lie

- This word means *to recline*.
  - I feel ill and must **lie** down.

**Tip:** Associate the vowel sounds of each word with its synonym.  
**lay** = **pl**ace    **lie** = **recl**ine

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### Past

- This word is **never** a verb.
  - In a **past** life, I could spell like a pro!

### Passed

- This word is **always** a verb (the past tense of *to pass*).
  - In the distant past, I often passed this way.

**Tip:** Each form of the verb *to pass* has two *s*'s.

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### Then

- This word refers to time.
  - If we go now, **then** we'll get to the film on time!

### Than

- This word compares one thing to another.
  - Would you rather have tea **than** coffee?

**Tip:** **Then** is related to **when**.

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### Comprise

- This word means *to consist of*.
  - The whole comprises its parts.
  - The new handbook comprises only five sections.

### Compose

- This word means *to make up*.
  - The parts compose the whole.
  - Only five sections compose the new handbook.

## Here's a tip ...

- *Comprise* should never be followed by *of*.



### Not:

The plan **is comprised of** two sections.

### But:

The plan **is composed of** two sections.  
The plan **comprises** two sections.

### A few more quick tips ...

- **Accept** or **Except**?
  - **Except** means *excluding*.
- **Know** or **No**?
  - All words for **negatives** begin with **n** (*no, nor, not, etc.*).
- **There, Their, or They're**?
  - **There** and **here** both indicate location.
  - **They're** is a contraction for *they are*.
- **To** or **Too**?
  - **Too** means *in addition*. It *adds* an **o**.

### One final tip ...

- For more tips on word use, visit [ww2.nsc.edu/adkerson\\_m](http://ww2.nsc.edu/adkerson_m).
- Click "Word Usage."

