

Common Misspellings

- Definitely
- Recommend
- A lot
- Receive
- Definite
- Dependent
- Calendar
- Privilege
- Prospective

This vs. That

Lose vs. Loose

Remember, you lose points for misspelling 'lose.' Two o's turns 'lose' into 'loose,' and that's a different word altogether. To 'lose' something means to misplace or no longer possess it. To 'loose' something means to loosen it up or set it free. Make sure to get this one right, or you might lose prospective clients!

Affect vs. Effect

The best rule of thumb is this: affect is a verb and effect is a noun. You would write 'the effect affected me.'

They're vs. Their vs. There

One of the most common mix-ups, these homophones sound the same with very different meanings. They're is a contraction meaning 'they are.' Their is a possessive pronoun meaning that which belongs to them. And there is a word meaning "in, at, or to that place or position." There, is that so hard?

You're vs. Your

You're is a contraction meaning you are. Your is a possessive pronoun meaning that which belongs to you.

i.e. vs. e.g.

These two are tricky since their meanings are similar but different. They are both shorthand for Latin phrases. I.e. stands for 'id est' and means 'in other words,' so it should be used to restate what you've said. I.e., 'id est' is a lead-in to a simplified explanation.

E.g. stands for 'exempli gratia' which means 'for example.' E.g. you would use e.g. to list off examples of something, like so: Apples can come in many colors, e.g. red, green, and yellow.

It's vs. Its

It's is a contraction meaning it is. Its is a possessive pronoun meaning that which belongs to it.

To vs. Too

According to Grammarly, "To is a preposition with several meanings, including 'toward' and 'until.' Too is an adverb that can mean 'excessively' or 'also.'" Don't forget to spell the number two correctly, too.

Sense vs. Since

These words sound similar but have very different meanings. According to WSU, "'Sense' is a verb meaning 'feel' ('I sense you near me') or a noun meaning 'intelligence' ('have some common sense!'). Don't use it when you need the adverb 'since' ('since you went away,' 'since you're up anyway, would you please let the cat out?')."

I vs. Me

Sometimes in our bid to sound educated, we misuse words. When it comes to 'I and me,' remember this: 'I' is the subject of the sentence, and 'me' is the object. 'Do you want to go get lunch with Matt and me?' or 'Matt and I are going to lunch, would you like to come?'