

Roy Thomas

The Reading Teacher's BOOK OF LISTS

THIRD EDITION



Edward Bernard Fry, Ph.D.

Jacqueline E. Kress, Ed.D.

Dona Lee Fountoukidis, Ed.D.

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About the Authors

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Dr. Fry has authored a number of practical guides for reading teachers, including *Elementary Reading Instruction* (McGraw-Hill, 1977) and *Reading for Classroom and Clinic* (McGraw-Hill, 1972), coauthored the *Jamestown Heritage Reading Series* (1991), and edited *The Ten Best Ideas for Reading Teachers* (Addison Wesley, 1991). He has also developed a variety of curriculum materials, including typing courses for children, filmstrips, overhead transparencies, card reader programs on phonics and basic vocabulary, reading improvement drill books, criterion-referenced tests, and videotape reading-improvement programs for industries and universities. Dr. Fry is world-renowned for his Readability Graph.

Jacqueline E. Kress, Ed.D. is an experienced teacher, teacher-trainer, educational program designer, and administrator. Her research in reading comprehension strategies earned her the 1987 Evelyn Headley Award from Rutgers University, where she earned her doctorate in reading. She has taught developmental and remedial reading, and language arts in urban elementary schools as well as in several New Jersey colleges. She also served as a coordinator of elementary school reading and testing and as a college reading faculty member.

Dr. Kress has designed numerous educational programs for at-risk students with special instructional needs, including gifted and talented, underprepared, learning disabled, and visually or auditorily impaired students. She is the author of *The ESL Teacher's Book of Lists* (Prentice Hall, 1993) and co-author of *The Readability Machine* (Prentice-Hall, 1986). Currently, Dr. Kress directs the Office of Total Quality Management at the New Jersey Department of Higher Education.

Dona Lee Fountoukidis, Ed.D., has held a variety of teaching positions. In Japan, she taught English to Japanese junior and senior high school students. In the United States, she has taught, primarily at the college level, courses in developmental reading and study skills, content area reading and reading methods courses, as well as courses in statistics and educational psychology. Dr. Fountoukidis is currently Director of Planning, Research and Evaluation at William Paterson College, where she conducts research on student learning.

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Preface to the Third Edition

This Third Edition of *The Reading Teacher's Book of Lists* is quite different from the first edition published in 1984. But the premise upon which we based the book still holds—we believe reading teachers have a wealth of creative ideas about what to teach and how to teach it effectively. What they don't have is the time they need to gather or develop materials from many different sources for their classes. To fill a need, we created and put together what we thought were the most used and useful lists into a single desktop reference—a time-saving treasure chest we hoped would be looted over and over again.

One teacher we know has worn out two copies of the Second Edition and is now on her third. Others complain because they are borrowed all the time. Some of the biggest publishers in the nation, and some of the best-known authors of curriculum materials and tests, use these lists. In fact, they are used in some university reading courses as a supplement to the required text. We are continually delighted by the letters we receive from reading and language teachers, curriculum developers, librarians, and even children's book editors attesting to the usefulness of our book. Many of their ideas and suggestions have been incorporated into this edition, and we invite you to share your thoughts and comments with us, too.

Now, a few words about many of the new features of the Third Edition. First, many of the original lists from our earlier versions are included but they have been substantially updated, reorganized, and expanded. For example, the **Core Subject Words** are completely redone to reflect the content found in textbooks published in 1990 and later. There are now more **Phonograms**, **Homophones**, **Literary Terms**, **Similes**, **Proverbs**, **Idioms**, **Computer Terms**, and **Propaganda Techniques**, to name just a few. Several new lists focus on teamwork, cooperative learning, and problem solving, while others focus on increasing the effectiveness of students' learning skills. Two new lists in our *Phonics* Section will appeal to language and ESL teachers, and our list on **Alternative Assessment Techniques** reflects an important move in student evaluations across the nation. Additions to the *Using Language Arts* Section provide a multitude of ideas to boost every student's writing and research skills. And last, but not least, **People to Know**, **Native American Symbols**, and the revised book lists will update your reading curriculum and integrate gender as well as multicultural perspectives.

We guarantee that you will get some new and interesting ideas just by browsing

through a few pages of this book. If you need to find something specific, such as **Story Starters** or **Predictable Books**, use our new Index. If you want to find a broad category, such as *Word Origins* or *Learning and Study Skills*, simply use the Contents page. And when you find what you need, notice the cross-referencing at the bottom of the list to see if a related list can further help you.

Finally, we would like to thank the more than one hundred thousand users of *The Reading Teacher's Book of Lists* for making it so popular. We hope you enjoy using this edition as much as we enjoyed working on it.

Edward Bernard Fry
Jacqueline E. Kress
Dona Lee Fountoukidis

A User's Guide

The wide diversity of lists in this book makes it possible for teachers to pick and choose those that meet specific classroom and teaching needs. Some lists may be appropriate for different types of teaching (ESL) or for various grade levels (primary). The following suggestions are designed to help you and to make this book of lists even more useful.

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- 5 Picture Nouns
- 46 Initial Consonant Sounds
- 47 Phonograms
- 48 Phonics Example Words
- 50 Sound Awareness Books
- 51 Speech Sound Development
- 100 Activities for Language Development
- 101 Games and Methods
- 113 Picture Books
- 114 Predictable Books
- 116 Books Most Frequently Read Aloud
- 143 Handwriting Charts

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- 10 Mathematics Vocabulary
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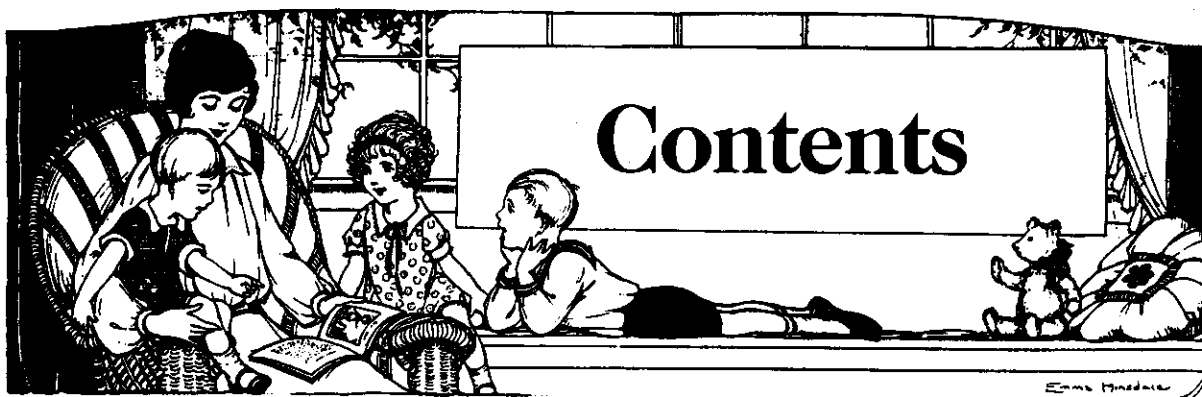
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SECTION I

Foundation Words



1. Homophones

Homophones are usually words that sound the same but have different meanings and usually different spellings. This list was combined from many teachers' lists and secretaries' spelling wordbooks. We think that it is one of the most complete in existence. We omitted only rarely used words. Homophones are used in many reading and spelling games, jokes, and workbook drills. Homophones are particularly important as spelling words now that so many people are using "spell check" programs on word processors. The spell check program will not notice any word spelled correctly even though you used the homophone.

This list includes only homophones that have different spellings. If homophones have the same spelling (example, *bat* meaning a flying mammal and *bat* meaning a club) they are listed with homographs.

Many people would call this list *homonyms*, and they are not wrong. The term *homonym*, however, suffers from varying definitions and can include both what we are calling homophones (same sound) and homographs (same spelling).

ad (advertisement)	assistance (help)	bark (dog's sound)
add (addition)	assistants (those who help)	barque (ship)
ads (advertisements)	ate (did eat)	base (lower part)
adz (axlike tool)	eight (number)	bass (deep tone)
aid (assistance)	attendance (presence)	bases (plural of <i>base</i>)
aide (a helper)	attendants (escorts)	basis (foundation)
ail (be sick)	aural (by ear)	bazaar (market)
ale (beverage)	oral (by mouth)	bizarre (odd)
air (oxygen)	away (gone)	be (exist)
heir (successor)	aweigh (clear anchor)	bee (insect)
aisle (path)	awful (terrible)	beach (shore)
I'll (I will)	offal (entrails)	beech (tree)
isle (island)	aye (yes)	bearing (manner)
all (everything)	eye (organ of sight)	baring (uncovering)
awl (tool)	I (pronoun)	bear (animal; carry)
already (previous)	bail (throw water out)	bare (uncovered)
all ready (all are ready)	bale (bundle)	beat (whip)
allowed (permitted)	bait (lure)	beet (vegetable)
aloud (audible)	bate (to decrease)	beau (boyfriend)
altar (in a church)	ball (round object)	bow (decorative knot)
alter (change)	bawl (cry)	been (past participle of <i>be</i>)
ant (insect)	band (plays music)	bin (box)
aunt (relative)	banned (forbidden)	beer (drink)
arc (part of a circle)	bard (poet)	bier (coffin)
ark (boat)	barred (having bars)	bell (something you ring)
ascent (climb)	bare (nude)	belle (pretty woman)
assent (agree)	bear (animal)	

berry (fruit)	brewed (steeped)	cellar (basement)
bury (put in ground)	brood (flock)	seller (one who sells)
berth (bunk)	brews (steeps)	censor (ban)
birth (born)	bruise (bump)	sensor (detection device)
better (more good)	bridal (relating to bride)	cent (penny)
bettor (one who bets)	bridle (headgear for horse)	scent (odor)
bight (slack part of rope)	Britain (country)	sent (did send)
bite (chew)	Briton (Englishman)	cereal (relating to grain)
byte (computer unit)	broach (bring up)	serial (of a series)
billed (did bill)	brooch (pin)	cession (yielding)
build (construct)	but (except)	session (meeting)
blew (did blow)	butt (end)	chased (did chase)
blue (color)	buy (purchase)	chaste (modest)
block (cube)	by (near)	cheap (inexpensive)
bloc (group)	bye (farewell)	cheep (bird call)
boar (hog)	cache (hiding place)	chews (bites)
bore (drill; be tiresome)	cash (money)	choose (select)
board (lumber)	callous (unfeeling)	chic (style)
bored (uninterested)	callus (hard tissue)	sheik (Arab chief)
boarder (one who boards)	cannon (big gun)	chilly (cold)
border (boundary)	canon (law)	chili (hot pepper)
boll (cotton pod)	canvas (cloth)	choral (music)
bowl (dish; game)	canvass (survey)	coral (reef)
bolder (more bold)	capital (money; city)	chorale (chorus)
boulder (big stone)	capitol (building of U.S. Congress)	corral (pen for livestock)
born (delivered at birth)	carat (weight of precious stones)	chord (musical notes)
borne (carried)	caret (proofreader's mark)	cord (string)
borough (town)	carrot (vegetable)	chute (slide)
burro (donkey)	carol (song)	shoot (discharge gun)
burrow (dig)	carrel (study space in library)	cite (summon to court)
bough (of a tree)	cast (throw; actors in a play)	sight (see)
bow (of a ship)	caste (social class)	site (location)
bouillon (clear broth)	cede (grant)	claws (nails on animal's feet)
bullion (uncoined gold or silver)	seed (part of a plant)	clause (part of a sentence)
boy (male child)	ceiling (top of room)	click (small sound)
bouy (floating object)	sealing (closing)	clique (group of friends)
brake (stop)	cell (prison room)	climb (ascend)
break (smash)	sell (exchange for money)	clime (climate)
bread (food)		close (shut)
bred (cultivated)		clothes (clothing)

coal (fuel)	dine (eat)	fir (tree)
cole (cabbage)	dyne (unit of force)	fur (animal covering)
coarse (rough)	disburse (pay out)	flair (talent)
course (path; school subject)	disperse (scatter)	flare (flaming signal)
colonel (military rank)	discreet (unobtrusive)	flea (insect)
kernel (grain of corn)	discrete (noncontinuous)	flee (run away)
complement (complete set)	doe (female deer)	flew (did fly)
compliment (praise)	dough (bread mixture)	flu (influenza)
coop (chicken pen)	do (musical note)	flue (shaft)
coupe (car)	do (shall)	flour (milled grain)
core (center)	dew (moisture)	flower (bloom)
corps (army group)	due (owed)	for (in favor of)
council (legislative body)	done (finished)	fore (front part)
counsel (advise)	dun (demand for payment; dull color)	four (number)
cousin (relative)	dual (two)	foreword (preface)
cozen (deceive)	duel (formal combat)	forward (front part)
creak (grating noise)	duct (tube)	forth (forward)
creek (stream)	ducked (did duck)	fourth (after third)
crews (groups of workers)	earn (work for)	foul (bad)
cruise (sail)	urn (container)	fowl (bird)
cruse (small pot)	ewe (female sheep)	franc (French money)
cruel (hurting)	yew (shrub)	frank (honest)
crewel (stitching)	you (personal pronoun)	friar (brother in religious order)
cue (prompt)	eyelet (small hole)	fryer (frying chicken)
queue (line up)	islet (small island)	gilt (golden)
currant (small raisin)	fain (gladly)	guilt (opposite of innocence)
current (recent; fast part of a stream)	feign (pretend)	gnu (antelope)
curser (one who curses)	faint (weak)	knew (did know)
cursor (moving pointer)	feint (pretend attack)	new (opposite of <i>old</i>)
cymbal (percussion instrument)	fair (honest; bazaar)	gorilla (animal)
symbol (sign)	fare (cost of transportation)	guerrilla (irregular soldier)
deer (animal)	fawn (baby deer)	grate (grind)
dear (greeting; loved one)	faun (mythical creature)	great (large)
desert (abandon)	faze (upset)	groan (moan)
dessert (follows main course of meal)	phase (stage)	grown (cultivated)
die (expire)	feat (accomplishment)	guessed (surmised)
dye (color)	feet (plural of <i>foot</i>)	guest (company)
	find (discover)	hail (ice; salute)
	fined (penalty of money)	hale (healthy)

hair (on head)	holey (full of holes)	lam (escape)
hare (rabbit)	holy (sacred)	lamb (baby sheep)
hall (passage)	wholly (all)	lain (past participle of <i>lie</i>)
haul (carry)	horde (crowd)	lane (narrow way)
handsome (attractive)	hoard (hidden supply)	lay (recline)
hansom (carriage)	hostel (lodging for youth)	lei (necklace of flowers)
hangar (storage building)	hostile (unfriendly)	lead (metal)
hanger (to hang things on)	hour (sixty minutes)	led (guided)
halve (cut in half)	our (possessive pronoun)	leak (crack)
have (possess)	hurdle (jump over)	leek (vegetable)
hart (deer)	hurtle (throw)	lean (slender; incline)
heart (body organ)	idle (lazy)	lien (claim)
hay (dried grass)	idol (god)	leased (rented)
hey (expression to get attention)	idyll (charming scene)	least (smallest)
heal (make well)	in (opposite of <i>out</i>)	lessen (make less)
heel (bottom of foot)	inn (hotel)	lesson (instruction)
he'll (he will)	insight (self knowledge)	levee (embankment)
hear (listen)	incite (cause)	levy (impose by legal authority)
here (this place)	instance (example)	liar (untruthful)
heard (listened)	instants (short periods of time)	lyre (musical instrument)
herd (group of animals)	intense (extreme)	lichen (fungus)
heed (pay attention)	intents (aims)	liken (compare)
he'd (he would)	its (possessive pronoun)	lie (falsehood)
hertz (unit of wave frequency)	it's (it is)	lye (alkaline solution)
hurts (pain)	jam (fruit jelly)	lieu (instead of)
hew (carve)	jamb (window part)	Lou (name)
hue (color)	knead (mix with hands)	lightening (become light)
hi (hello)	need (require)	lightning (occurs with thunder)
hie (hasten)	knew (remembered)	load (burden)
high (opposite of <i>low</i>)	new (not old)	lode (vein of ore)
higher (above)	gnu (animal)	loan (something borrowed)
hire (employ)	knight (feudal warrior)	lone (single)
him (pronoun)	night (evening)	locks (plural of lock)
hymn (religious song)	knit (weave with yarn)	lox (smoked salmon)
hoarse (husky voice)	nit (louse egg)	loot (steal)
horse (animal)	knot (tangle)	lute (musical instrument)
hole (opening)	not (in no manner)	low (not high; cattle sound)
whole (complete)	know (familiar with)	lo (interjection)
	no (negative)	

made (manufactured)	muscle (flesh)	peak (mountaintop)
maid (servant)	mussel (shellfish)	peek (look)
mail (send by post)	naval (nautical)	per (for each)
male (masculine)	navel (depression on abdomen)	pique (offense)
main (most important)	nay (no)	peal (ring)
Maine (state)	neigh (whinny)	peel (pare)
mane (hair)	none (not any)	pearl (jewel)
maize (Indian corn)	nun (religious sister)	purl (knitting stitch)
maze (confusing network of passages)	oar (of a boat)	pedal (ride a bike)
mall (courtyard)	or (conjunction)	peddle (sell)
maul (attack)	ore (mineral deposit)	peer (equal)
manner (style)	ode (poem)	pier (dock)
manor (estate)	owed (did owe)	per (for each)
mantel (over fireplace)	oh (exclamation)	purr (cat sound)
mantle (cloak)	owe (be indebted)	pi (Greek letter)
marry (join together)	one (number)	pie (kind of pastry)
merry (gay)	won (triumphed)	plain (simple)
Mary (name)	overdo (go to extremes)	plane (flat surface)
marshal (escort)	overdue (past due)	plait (braid)
martial (militant)	overseas (abroad)	plate (dish)
massed (grouped)	oversees (supervises)	pleas (plural of <i>plea</i>)
mast (support)	pail (bucket)	please (to be agreeable)
meat (beef)	pale (white)	plum (fruit)
meet (greet)	pain (discomfort)	plumb (lead weight)
mete (measure)	pane (window glass)	pole (stick)
medal (award)	pair (two of a kind)	poll (vote)
meddle (interfere)	pare (peel)	pore (ponder; skin gland)
might (may; strength)	pear (fruit)	pour (flow freely)
mite (small insect)	palate (roof of mouth)	pray (worship)
miner (coal digger)	palette (board for paint)	prey (victim)
minor (juvenile)	pallet (tool)	presents (gifts)
missed (failed to attain)	passed (went by)	presence (appearance)
mist (fog)	past (former)	principal (chief)
moan (groan)	patience (composure)	principle (rule)
mown (cut down)	patients (sick persons)	profit (benefit)
mode (fashion)	pause (brief stop)	prophet (seer)
mowed (cut down)	paws (feet of animals)	rack (framework; torture)
morn (early day)	peace (tranquility)	wrack (ruin)
mourn (grieve)	piece (part)	rain (precipitation)
		reign (royal authority)
		rein (harness)

raise (put up)	rung (step on a ladder; past of <i>ring</i>)	slew (killed)
raze (tear down)	wrung (squeezed)	slue (swamp)
rays (of sun)	rye (grain)	soar (fly)
rap (hit; talk)	wry (twisted)	sore (painful)
wrap (cover)	sail (travel by boat)	sole (only)
read (peruse)	sale (bargain)	soul (spirit)
reed (plant)	scene (setting)	some (portion)
read (perused)	seen (viewed)	sum (total)
red (color)	scent (smell)	son (male offspring)
real (genuine)	sent (past of <i>send</i>)	sun (star)
reel (spool)	cent (penny)	staid (proper)
reek (give off strong odor)	scull (boat; row)	stayed (remained)
wreak (inflict)	skull (head)	stair (step)
rest (relax)	sea (ocean)	stare (look intently)
wrest (take from)	see (visualize)	stake (post)
right (correct)	seam (joining mark)	steak (meat)
rite (ceremony)	seem (appear to be)	stationary (fixed)
write (inscribe)	sear (sing)	stationery (paper)
rime (ice, or rhyme)	seer (prophet)	steal (rob)
rhyme (same end sound)	serf (feudal servant)	steel (metal)
ring (circular band)	surf (waves)	step (walk)
wring (squeeze)	sew (mend)	steppe (prairie of Europe or Asia)
road (street)	so (in order that)	stile (gate)
rode (transported)	sow (plant)	style (fashion)
rowed (used oars)	shear (cut)	straight (not crooked)
roe (fish eggs)	sheer (transparent)	strait (channel of water)
row (line; use oars)	shoe (foot covering)	suite (connected rooms)
role (character)	shoo (drive away)	sweet (sugary)
roll (turn over; bread)	shone (beamed)	tacks (plural of <i>tack</i>)
root (part of a plant)	shown (exhibited)	tax (assess; burden)
route (highway)	side (flank)	tail (animal's appendage)
rose (flower)	sighed (audible breath)	tale (story)
rows (lines)	sign (signal)	taught (did teach)
rote (by memory)	sine (trigonometric function)	taut (tight)
wrote (did write)	slay (kill)	tea (drink)
rude (impolite)	sleigh (sled)	tee (holder for golf ball)
rued (was sorry)	sleight (dexterity)	teas (plural of <i>tea</i>)
rumor (gossip)	slight (slender)	tease (mock)
roomer (renter)		

team (crew)	vain (conceited)	weal (prosperity)
teem (be full)	vane (wind indicator)	we'll (we will)
tear (cry)	vein (blood vessel)	wheel (circular frame)
tier (level)	vale (valley)	weather (climate)
tern (sea bird)	veil (face cover)	whether (if)
turn (rotate)	vary (change)	weave (interlace)
their (possessive pronoun)	very (absolutely)	we've (we have)
there (at that place)	vice (bad habit)	we'd (we would)
they're (they are)	vise (clamp)	weed (plant)
theirs (possessive pronoun)	wade (walk in water)	weir (dam)
there's (there is)	weighed (measured heaviness)	we're (we are)
threw (tossed)	wail (cry)	wet (moist)
through (finished)	whale (sea mammal)	whet (sharpen)
throne (king's seat)	waist (middle)	which (what one)
thrown (tossed)	waste (trash)	witch (sorceress)
thyme (herb)	wait (linger)	while (during)
time (duration)	weight (heaviness)	wile (trick)
tic (twitch)	waive (forgive)	whine (complaining sound)
tick (insect; sound of clock)	wave (swell)	wine (drink)
tide (ebb and flow)	want (desire)	who's (who is)
tied (bound)	wont (custom)	whose (possessive of <i>who</i>)
to (toward)	ware (pottery)	wood (of a tree)
too (also)	wear (have on)	would (is willing to)
two (number)	where (what place)	worst (most bad)
toad (frog)	way (road)	wurst (sausage)
towed (pulled)	weigh (measure heaviness)	yoke (harness)
toe (digit on foot)	whey (watery part of milk)	yolk (egg center)
tow (pull)	ways (plural of <i>way</i> ; shipyard)	you (pronoun)
told (informed)	weighs (heaviness)	ewe (female sheep)
tolled (rang)	we (pronoun)	yew (evergreen tree)
trussed (tied)	wee (small)	you'll (you will)
trust (confidence)	weak (not strong)	yule (Christmas)
	week (seven days)	your (possessive pronoun)
		you're (you are)

See also List 2, Homographs and Heteronyms, and List 3, Near Misses.

2. Homographs and Heteronyms

Homographs are words that are spelled the same but have different meanings and different origins. Many other words have multiple meanings, but according to dictionary authorities, what makes these words homographs is that they have different origins as well. Some homographs are also heteronyms, which means that they have a different pronunciation—these are marked with an asterisk (*).

*affect (influence)	bat (club)
affect (pretend)	bat (flying animal)
alight (get down from)	bat (wink)
alight (on fire)	batter (hit repeatedly)
angle (shape formed by two connected lines)	batter (liquid mixture used for cakes)
angle (to fish with hook and line)	batter (baseball player)
arch (curved structure)	bay (part of a sea)
arch (chief)	bay (aromatic leaf used in cooking)
arms (body parts)	bay (reddish brown)
arms (weapons)	bay (alcove between columns)
*august (majestic)	bay (howl)
August (eighth month of the year)	bear (large animal)
*axes (plural of <i>ax</i>)	bear (support; carry)
axes (plural of <i>axis</i>)	bill (statement of money owed)
bail (money for release)	bill (beak)
bail (handle of a pail)	bit (small piece)
bail (throw water out)	bit (tool for drilling)
ball (round object)	bit (did bite)
ball (formal dance)	blaze (fire)
band (group of musicians)	blaze (mark a trail or a tree)
band (thin strip for binding)	blaze (make known)
bank (mound)	blow (hard hit)
bank (place of financial business)	blow (send forth a stream of air)
bank (row of things)	bluff (steep bank or cliff)
bank (land along a river)	bluff (fool or mislead)
bark (tree covering)	bob (weight at the end of a line)
bark (sound a dog makes)	bob (move up and down)
bark (sailboat)	Bob (nickname for Robert)
base (bottom)	boil (bubbling of hot liquid)
base (morally low)	boil (red swelling on the skin)
*bass (low male voice)	boom (deep sound)
bass (kind of fish)	boom (long beam)
baste (pour liquid on while roasting)	boom (sudden increase in size)
baste (sew with long stitches)	boon (benefit)
	boon (merry)

- bore** (make a hole)
bore (make weary)
bore (did bear)
bound (limit)
bound (obliged)
bound (spring back)
bound (on the way)
***bow** (weapon for shooting arrows)
bow (forward part of a ship)
bow (bend in greeting or respect)
bowl (rounded dish)
bowl (play the game of bowling)
box (four-sided container)
box (kind of evergreen shrub)
box (strike with the hand)
bridge (way over an obstacle)
bridge (card game)
brush (tool for sweeping)
brush (bushes)
buck (male deer)
buck (slang for *dollar*)
buffer (something that softens)
buffer (pad for polishing)
***buffet** (cabinet for dishes and linens)
buffet (self-serve meal)
buffet (strike)
butt (thicker end of a tool)
butt (object of ridicule)
can (able to)
can (metal container)
capital (money)
capital (punishable by death)
carp (complain)
carp (kind of fish)
case (condition)
case (box or container)
chap (crack or become rough)
chap (boy or man)
chop (cut with something sharp)
chop (jaw)
chop (irregular motion)
chop (cut of meat)
chord (two or more musical notes)
chord (together)
chord (an emotional response)
chow (breed of dog)
chow (slang for *food*)
chuck (throw or toss)
chuck (cut of beef)
cleave (cut)
cleave (hold on to)
clip (cut)
clip (fasten)
***close** (shut)
close (near)
clove (fragrant spice)
clove (section of a bulb)
cobbler (one who mends shoes)
cobbler (fruit pie with one crust)
cock (rooster)
cock (tilt upward)
colon (mark of punctuation)
colon (lower part of the large intestine)
***commune** (talk intimately)
commune (group of people living together)
***compact** (firmly packed together)
compact (agreement)
compound (having more than one part)
compound (enclosed yard)
con (swindle)
con (against)
***console** (cabinet)
console (ease grief)
***content** (all things inside)
content (satisfied)
***converse** (talk)
converse (opposite)
corporal (of the body)
corporal (low-ranking officer)

count (name numbers in order)**count** (nobleman)**counter** (long table in a store or restaurant)**counter** (one who counts)**counter** (opposite)**crow** (loud cry of a rooster)**crow** (large black bird)**Crow** (tribe of American Indians)**cue** (signal)**cue** (long stick used in a game of pool)**curry** (rub and clean a horse)**curry** (spicy seasoning)**date** (day, month, and year)**date** (sweet dark fruit)**defer** (put off)**defer** (yield to another)**demean** (lower in dignity)**demean** (humble oneself)***desert** (dry barren region)**desert** (go away from)**desert** (suitable reward or punishment)**die** (stop living)**die** (tool)***do** (act; perform)**do** (first tone on the musical scale)**dock** (wharf)**dock** (cut some off)***does** (plural of *doe*)**does** (present tense of *to do*)***dove** (pigeon)**dove** (did dive)**down** (from a higher to a lower place)**down** (soft feathers)**down** (grassy land)**dredge** (dig up)**dredge** (sprinkle with flour or sugar)**dresser** (one who dresses)**dresser** (bureau)**drove** (did drive)**drove** (flock; herd; crowd)**dub** (give a title)**dub** (add voice or music to a film)**duck** (large wild bird)**duck** (lower suddenly)**duck** (type of cotton cloth)**ear** (organ of hearing)**ear** (part of certain plants)**egg** (oval or round body laid by a bird)**egg** (encourage)**elder** (older)**elder** (small tree)***entrance** (going in)**entrance** (delight; charm)***excise** (tax)**excise** (remove)**fair** (beautiful; lovely)**fair** (just; honest)**fair** (showing of farm goods)**fair** (bazaar)**fan** (device to stir up the air)**fan** (admirer)**fast** (speedy)**fast** (go without food)**fawn** (young deer)**fawn** (try to get favor by slavish acts)**fell** (did fall)**fell** (cut down a tree)**fell** (deadly)**felt** (did feel)**felt** (type of cloth)**file** (drawer; folder)**file** (steel tool to smooth material)**file** (material)**fine** (high quality)**fine** (money paid as punishment)**firm** (solid; hard)**firm** (business; company)**fit** (suitable)**fit** (sudden attack)**flag** (banner)**flag** (get tired)

flat (smooth)	gall (bile)
flat (apartment)	gall (annoy)
fleet (group of ships)	game (pastime)
fleet (rapid)	game (lame)
flight (act of flying)	gauntlet (challenge)
flight (act of fleeing)	gauntlet (protective glove)
flounder (struggle)	gin (alcoholic beverage)
flounder (kind of fish)	gin (apparatus for separating seeds from cotton)
fluke (lucky stroke in games)	gin (card game)
fluke (kind of fish)	
fly (insect)	gore (blood)
fly (move through the air with wings)	gore (wound from a horn)
	gore (three-sided insert of cloth)
foil (prevent carrying out plans)	grate (framework for burning fuel in a fireplace)
foil (metal sheet)	grate (have an annoying effect)
foil (long narrow sword)	
fold (bend over on itself)	grave (place of burial)
fold (pen for sheep)	grave (important; serious)
	grave (carve)
forearm (part of the body)	
forearm (prepare for trouble ahead)	graze (feed on grass)
	graze (touch lightly in passing)
forge (blacksmith shop)	
forge (move ahead)	ground (soil)
*forte (strong point)	ground (did grind)
forte (loud)	
found (did find)	grouse (game bird)
found (set up; establish)	grouse (grumble; complain)
founder (sink)	gull (water bird)
founder (one who establishes)	gull (cheat; deceive)
frank (hotdog)	gum (sticky substance from certain trees)
frank (bold talk)	gum (tissue around teeth)
Frank (man's name)	
	guy (rope; chain)
fray (become ragged)	guy (fellow)
fray (fight)	
	hack (cut roughly)
fresh (newly made; not stale)	hack (carriage or car for hire)
fresh (impudent; bold)	
	hail (pieces of ice that fall like rain)
fret (worry)	hail (shout of welcome)
fret (ridges on a guitar)	
	hamper (hold back)
fry (cook in shallow pan)	hamper (large container or basket)
fry (young fish)	
	hatch (bring forth young from an egg)
fuse (slow-burning wick)	hatch (opening in a ship's deck)
fuse (melt together)	
	hawk (bird of prey)
	hawk (peddle goods)

haze (mist; smoke)	key (instrument for locking and unlocking)
haze (bully)	key (low island)
heel (back of the foot)	kind (friendly; helpful)
heel (tip over to one side)	kind (same class)
hide (conceal; keep out of sight)	lap (body part formed when sitting)
hide (animal skin)	lap (drink)
hinder (stop)	lap (one course traveled)
hinder (rear)	lark (small songbird)
hold (grasp and keep)	lark (good fun)
hold (part of ship or plane for cargo)	lash (cord part of a whip)
husky (big and strong)	lash (tie or fasten)
husky (sled dog)	last (at the end)
*impress (have a strong effect on)	last (continue; endure)
impress (take by force)	launch (start out)
*incense (substance with a sweet smell when burned)	launch (type of boat)
incense (make very angry)	*lead (show the way)
*intern (force to stay)	lead (metallic element)
intern (doctor in training at a hospital)	league (measure of distance)
*intimate (very familiar)	league (group of persons or nations)
intimate (suggest)	lean (stand slanting)
*invalid (disabled person)	lean (not fat)
invalid (not valid)	leave (go away)
jam (fruit preserve)	leave (permission)
jam (press or squeeze)	left (direction)
jar (container of glass)	left (did leave)
jar (rattle; vibrate)	lie (falsehood)
jerky (with sudden starts and stops)	lie (place oneself in a flat position; rest)
jerky (strips of dried meat)	light (not heavy)
jet (stream of water, steam, or air)	light (not dark)
jet (hard black coal)	light (land on)
jet (type of airplane)	like (similar to)
jig (dance)	like (be pleased with)
jig (fishing lure)	lime (citrus fruit)
*job (work)	lime (chemical substance)
Job (Biblical man of patience)	limp (lame walk)
jumper (person or thing that jumps)	limp (not stiff)
jumper (type of dress)	line (piece of cord)
junk (trash)	line (place paper or fabric inside)
junk (Chinese sailing ship)	list (series of words)
	list (tilt to one side)

*live (exist)	mold (form; shape)
live (having life)	mold (fungus)
loaf (be idle)	mole (brown spot on the skin)
loaf (shaped as bread)	mole (small underground animal)
lock (fasten door)	mortar (cement mixture)
lock (curl of hair)	mortar (short cannon)
long (great measure)	mount (high hill)
long (wish for)	mount (go up)
loom (frame for weaving)	mule (cross between donkey and horse)
loom (threaten)	mule (type of slipper)
low (not high)	mum (silent)
low (cattle sound)	mum (chrysanthemum)
lumber (timber)	nag (scold)
lumber (move along heavily)	nag (old horse)
mace (club; weapon)	nap (short sleep)
mace (spice)	nap (rug fuzz)
mail (letters)	net (open-weave fabric)
mail (flexible metal armor)	net (remaining after deductions)
maroon (brownish red color)	nip (small drink)
maroon (leave helpless)	nip (pinch)
mat (woven floor covering)	*object (a thing)
mat (border for picture)	object (to protest)
match (stick used to light fires)	pad (cushion)
match (equal)	pad (walk softly)
meal (food served at a certain time)	page (one side of a sheet of paper)
meal (ground grain)	page (youth who runs errands)
mean (signify; intend)	palm (inside of hand)
mean (unkind)	palm (kind of tree)
mean (average)	patent (right or privilege)
meter (unit of length)	patent (type of leather)
meter (poetic rhythm)	patter (rapid taps)
meter (device that measures flow)	patter (light, easy walk)
might (past of <i>may</i>)	pawn (leave as security for loan)
might (power)	pawn (chess piece)
mine (belonging to me)	*peaked (having a point)
mine (hole in the earth to get ores)	peaked (looking ill)
*minute (sixty seconds)	peck (dry measure)
minute (very small)	peck (strike at)
miss (fail to hit)	pen (instrument for writing)
miss (unmarried woman or girl)	pen (enclosed yard)

pile (heap or stack)	pump (type of shoe)
pile (nap on fabrics)	pump (machine that forces liquid out)
pine (type of evergreen)	punch (hit)
pine (yearn or long for)	punch (beverage)
pitch (throw)	pupil (student)
pitch (tar)	pupil (part of the eye)
pitcher (container for pouring liquid)	quack (sound of a duck)
pitcher (baseball player)	quack (phony doctor)
poach (trespass)	racket (noise)
poach (cook an egg)	racket (paddle used in tennis)
poker (card game)	rail (bar of wood or metal)
poker (rod for stirring a fire)	rail (complain bitterly)
pole (long piece of wood)	rank (row or line)
pole (either end of the earth's axis)	rank (having a bad odor)
policy (plan of action)	rare (unusual)
policy (written agreement)	rare (not cooked much)
pool (tank with water)	rash (hasty)
pool (game played with balls on a table)	rash (small red spots on the skin)
pop (short, quick sound)	rear (the back part)
pop (dad)	rear (bring up)
pop (popular)	ream (500 sheets of paper)
post (support)	ream (clean a hole)
post (job or position)	*record (music disk)
post (system for mail delivery)	record (write down)
pound (unit of weight)	recount (count again)
pound (hit hard again and again)	recount (tell in detail)
pound (pen)	reel (spool for winding)
present (not absent)	reel (sway under a blow)
present (gift)	reel (lively dance)
press (squeeze)	refrain (hold back)
press (force into service)	refrain (part repeated)
prime (chief)	*refuse (say no)
prime (prepare)	refuse (waste; trash)
*primer (first book)	rest (sleep)
primer (something used to prepare another)	rest (what is left)
prune (fruit)	rifle (gun with a long barrel)
prune (cut; trim)	rifle (ransack; search through)
pry (look with curiosity)	ring (circle)
pry (lift with force)	ring (bell sound)

root (underground part of a plant)	shot (fired a gun)
root (cheer for someone)	shot (worn out)
*row (line)	size (amount)
row (use oars to move a boat)	size (preparation of glue)
row (noisy fight)	*slaver (dealer in slaves)
sage (wise person)	slaver (salivate)
sage (herb)	sledge (heavy sled)
sap (liquid in a plant)	sledge (large hammer)
sap (weaken)	slip (go easily)
sash (cloth worn around the waist)	slip (small strip of paper)
sash (frame of a window)	*slough (swamp)
saw (did see)	slough (shed old skin)
saw (tool for cutting)	slug (small slow-moving animal)
saw (wise saying)	slug (hit hard)
scale (balance)	smack (slight taste)
scale (outer layer of fish and snakes)	smack (open lips quickly)
scale (series of steps)	smack (small boat)
school (place for learning)	snare (trap)
school (group of fish)	snare (strings on bottom of a drum)
scour (clean)	snarl (growl)
scour (move quickly over)	snarl (tangle)
scrap (small bits)	sock (covering for foot)
scrap (quarrel)	sock (hit hard)
seal (mark of ownership)	soil (ground; dirt)
seal (sea mammal)	soil (make dirty)
second (after the first)	sole (type of fish)
second (one-sixtieth of a minute)	sole (only)
*sewer (one who sews)	*sow (scatter seeds)
sewer (underground pipe for wastes)	sow (female pig)
shark (large meat-eating fish)	spar (mast of a ship)
shark (dishonest person)	spar (argue)
shed (small shelter)	spar (mineral)
shed (get rid of)	spell (say the letters of a word)
shingles (roofing materials)	spell (magic influence)
shingles (viral disease)	spell (period of work)
shock (sudden violent disturbance)	spray (sprinkle liquid)
shock (thick bushy mass)	spray (small branch with leaves and flowers)
shore (land near water's edge)	spruce (type of evergreen)
shore (support)	spruce (neat or trim)

squash (press flat)	stunt (stop growth)
squash (vegetable)	stunt (bold action)
stable (building for horses)	sty (pen for pigs)
stable (unchanging)	sty (swelling on eyelid)
stake (stick or post)	swallow (take in)
stake (risk or prize)	swallow (small bird)
stalk (main stem of a plant)	tap (strike lightly)
stalk (follow secretly)	tap (faucet)
stall (place in a stable for one animal)	*tarry (delay)
stall (delay)	tarry (covered with tar)
staple (metal fastener for paper)	tart (sour but agreeable)
staple (principal element)	tart (small fruit-filled pie)
stay (remain)	*tear (drop of liquid from the eye)
stay (support)	tear (pull apart)
steep (having a sharp slope)	temple (building for worship)
steep (soak)	temple (side of forehead)
steer (guide)	tend (incline to)
steer (young male cattle)	tend (take care of)
stem (part of a plant)	tender (not tough)
stem (stop; dam up)	tender (offer)
stern (rear part of a ship)	tender (one who cares for)
stern (harsh; strict)	tick (sound of a clock)
stick (thin piece of wood)	tick (small insect)
stick (pierce)	tick (pillow covering)
still (not moving)	till (until)
still (apparatus for making alcohol)	till (plow the land)
stoop (bend down)	till (drawer for money)
stoop (porch)	tip (end point)
story (account of a happening)	tip (slant)
story (floor of a building)	tip (present of money for services)
strain (pull tight)	tire (become weary)
strain (group with an inherited quality)	tire (rubber around a wheel)
strand (leave helpless)	toast (browned bread slices)
strand (thread or string)	toast (wish for good luck)
strip (narrow piece of cloth)	toll (sound of a bell)
strip (remove)	toll (fee paid for a privilege)
stroke (hit)	top (highest point)
stroke (pet; soothe)	top (toy that spins)
	troll (ugly dwarf)
	troll (method of fishing)

unaffected (not influenced)

unaffected (innocent)

vault (storehouse for valuables)

vault (jump over)

wake (stop sleeping)

wake (trail left behind a ship)

wax (substance made by bees)

wax (grow bigger)

well (satisfactory)

well (hole dug for water)

whale (large sea mammal)

whale (whip)

will (statement of desire for distribution of property after one's death)

will (is going to)

will (deliberate intention or wish)

***wind** (air in motion)

wind (turn)

***wound** (hurt)

wound (wrapped around)

yak (long-haired ox)

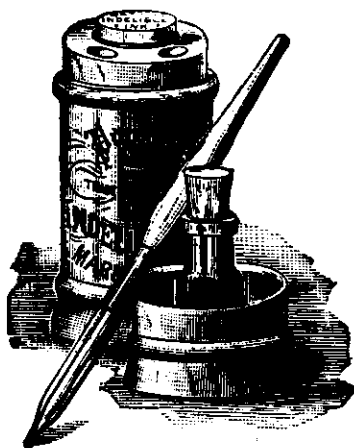
yak (talk endlessly)

yard (enclosed space around a house)

yard (thirty-six inches)

yen (strong desire)

yen (unit of money in Japan)



See Also List 1, Homophones, and List 3, Near Misses.

3. Near Misses

Near Misses are words that sound similar or have other confusing characteristics. They have different meanings, and their misuse can cause embarrassing errors.

accede (v.)—to comply with	area (n.)—surface
exceed (v.)—to surpass	aria (n.)—melody
accent (n.)—stress in speech or writing	biannual (adj.)—occurring twice per year
ascent (n.)—act of going up	biennial (adj.)—occurring every other year
assent (v., n.)—consent	bibliography (n.)—list of writings on a particular topic
accept (v.)—to agree or take what is offered	biography (n.)—written history of a person's life
except (prep.)—leaving out or excluding	bizarre (adj.)—odd
access (n.)—admittance	bazaar (n.)—market, fair
excess (n., adj.)—surplus	breadth (n.)—width
adapt (v.)—to adjust	breath (n.)—respiration
adept (adj.)—proficient	breathe (v.)—to inhale and exhale
adopt (v.)—to take by choice	calendar (n.)—a chart of days and months
adverse (adj.)—opposing	colander (n.)—a strainer
averse (adj.)—disinclined	casual (adj.)—informal
affect (v.)—to influence	causal (adj.)—relating to cause
affect (n.)—feeling	cease (v.)—to stop
effect (n.)—result of a cause	seize (v.)—to grasp
effect (v.)—to make happen	click (n.)—short, sharp sound
alley (n.)—narrow street	clique (n.)—small exclusive subgroup
ally (n.)—supporter	collision (n.)—a clashing
allusion (n.)—indirect reference	collusion (n.)—a scheme to cheat
delusion (n.)—mistaken belief	coma (n.)—an unconscious state
illusion (n.)—mistaken vision	comma (n.)—a punctuation mark
all ready (adj.)—completely ready	command (n., v.)—an order, to order
already (adv.)—even now or by this time	commend (v.)—to praise, to entrust
all together (pron. and adj.)—everything or everyone in one place	comprehensible (adj.)—understandable
altogether (adv.)—entirely	comprehensive (adj.)—extensive
anecdote (n.)—short amusing story	confidant (n.)—friend or advisor
antidote (n.)—something to counter the effect of poison	confident (adj.)—sure
angel (n.)—heavenly body	confidentially (adv.)—privately
angle (n.)—space between two lines that meet in a point	confidently (adv.)—certainly
annul (v.)—to make void	conscience (n.)—sense of right and wrong
annual (adj.)—yearly	conscious (adj.)—aware
ante —prefix meaning before	contagious (adj.)—spread by contact
anti —prefix meaning against	contiguous (adj.)—touching or nearby
any way (adj. and n.)—in whatever manner	continual (adj.)—repeated, happening again and again
anyway (adv.)—regardless	continuous (adj.)—uninterrupted, without stopping
appraise (v.)—to set a value on	
apprise (v.)—to inform	

- cooperation** (n.)—the art of working together
- corporation** (n.)—a business organization
- costume** (n.)—special way of dressing
- custom** (n.)—usual practice of habit
- credible** (adj.)—believable
- creditable** (adj.)—deserving praise
- deceased** (adj.)—dead
- diseased** (adj.)—ill
- decent** (adj.)—proper
- descent** (n.)—way down
- dissent** (n., v.)—disagreement, to disagree
- deference** (n.)—respect
- difference** (n.)—dissimilarity
- deposition** (n.)—a formal written statement
- disposition** (n.)—temperament
- depraved** (adj.)—morally corrupt
- deprived** (adj.)—taken away from
- deprecate** (v.)—to disapprove
- depreciate** (v.)—to lessen in value
- desert** (n.)—arid land
- desert** (v.)—to abandon
- dessert** (n.)—course served at the end of a meal
- desolate** (adj.)—lonely, sad
- dissolute** (adj.)—loose in morals
- detract** (v.)—to take away from
- distract** (v.)—to divert attention away from
- device** (n.)—a contrivance
- devise** (v.)—to plan
- disapprove** (v.)—to withhold approval
- disprove** (v.)—to prove something to be false
- disassemble** (v.)—to take something apart
- dissemble** (v.)—to disguise
- disburse** (v.)—to pay out
- disperse** (v.)—to scatter
- discomfort** (n.)—distress
- discomfit** (v.)—to frustrate or embarrass
- disinterested** (adj.)—impartial
- uninterested** (adj.)—not interested
- elapse** (v.)—to pass
- lapse** (v.)—to become void
- relapse** (v.)—to fall back to previous condition
- elicit** (v.)—to draw out
- illicit** (adj.)—unlawful
- elusive** (adj.)—hard to catch
- illusive** (adj.)—misleading
- eminent** (adj.)—well known
- imminent** (adj.)—impending
- emerge** (v.)—rise out of
- immerge** (v.)—plunge into
- emigrate** (v.)—to leave a country and take up residence elsewhere
- immigrate** (v.)—to enter a country for the purpose of taking up residence
- envelop** (v.)—to surround
- envelope** (n.)—a wrapper for a letter
- erasable** (adj.)—capable of being erased
- irascible** (adj.)—easily provoked to anger
- expand** (v.)—to increase in size
- expend** (v.)—to spend
- expect** (v.)—to suppose; to look forward
- suspect** (v.)—to mistrust
- extant** (adj.)—still existing
- extent** (n.)—amount
- facility** (n.)—ease
- felicity** (n.)—happiness
- farther** (adj.)—more distant (refers to space)
- further** (adj.)—extending beyond a point (refers to time, quantity, or degree)
- finale** (n.)—the end
- finally** (adv.)—at the end
- finely** (adv.)—in a fine manner
- fiscal** (adj.)—relating to finance
- physical** (adj.)—relating to the body
- formally** (adv.)—with rigid ceremony
- formerly** (adv.)—previously
- human** (adj.)—relating to mankind
- humane** (adv.)—kind
- hypercritical** (adj.)—very critical
- hypocritical** (adj.)—pretending to be virtuous
- imitate** (v.)—to mimic
- intimate** (v.)—to hint or make known; familiar, close
- incredible** (adj.)—too extraordinary to be believed
- incredulous** (adj.)—unbelieving, skeptical

- indigenous** (adj.)—native
indigent (adj.)—needy
indignant (adj.)—angry
infer (v.)—to arrive at by reason
imply (v.)—to suggest meaning indirectly
ingenious (adj.)—clever
ingenuous (adj.)—straightforward
later (adj.)—more late
latter (adj.)—second in a series of two
lay (v.)—to set something down or place something
lie (v.)—to recline
least (adj.)—at the minimum
lest (conj.)—for fear that
lend (v.)—to give for a time
loan (n.)—received to use for a time
loose (adj.)—not tight
lose (v.)—not win; misplace
magnet (n.)—iron bar with power to attract iron
magnate (n.)—person in prominent position in large industry
message (n.)—communication
massage (v.)—rub body
moral (n.,adj.)—lesson; ethic
morale (n.)—mental condition
morality (n.)—virtue
mortality (n.)—the state of being mortal; death rate
of (prep.)—having to do with; indicating possession
off (adv.)—not on
official (adj.)—authorized
officious (adj.)—offering services where they are neither wanted nor needed
oral (adj.)—verbal
aural (adj.)—listening
pasture (n.)—grass field
pastor (n.)—minister
perfect (adj.)—without fault
prefect (n.)—an official
perpetrate (v.)—to be guilty of; to commit
perpetuate (v.)—to make perpetual
perquisite (n.)—a privilege or profit in addition to salary
prerequisite (n.)—a preliminary requirement
persecute (v.)—to harass, annoy, or injure
prosecute (v.)—to press for punishment of crime
personal (adj.)—private
personnel (n.)—a body of people, usually employed in some organization
peruse (v.)—to read
pursue (v.)—to follow in order to overtake
picture (n.)—drawing or photograph
pitcher (n.)—container for liquid; baseball player
precede (v.)—to go before
proceed (v.)—to advance
preposition (n.)—a part of speech
proposition (n.)—a proposal or suggestion
pretend (v.)—to make believe
portend (v.)—to give a sign of something that will happen
quiet (adj.)—not noisy
quit (v.)—to stop
quite (adv.)—very
recent (adj.)—not long ago
resent (v.)—to feel indignant
respectably (adv.)—in a respectable manner
respectively (adv.)—in order indicated
respectfully (adv.)—in a respectful manner
restless (adj.)—constantly moving, uneasy
restive (adj.)—contrary, resisting control
suppose (v.)—assume or imagine
supposed (adj.)—expected
than (conj.)—used in comparison
then (adv.)—at that time; next in order of time
through (prep.)—by means of; from beginning to end
thorough (adj.)—complete
use (v.)—employ something
used (adj.)—secondhand
veracious (adj.)—truthful
voracious (adj.)—greedy

See also List 1, Homophones; and List 2, Homographs and Heteronyms.

4. Instant Words

These are the most common words in English, ranked in frequency order. The first 25 make up about a third of all printed material. The first 100 make up about half of all written material, and the first 300 make up about 65 percent of all written material. Is it any wonder that all students must learn to recognize these words instantly and to spell them correctly also?

THE INSTANT WORDS* FIRST HUNDRED

WORDS 1-25

the
of
and
a
to
in
is
you
that
it
he
was
for
on
are
as
with
his
they
I
at
be
this
have
from

WORDS 26-50

or
one
had
by
word
but
not
what
all
were
we
when
your
can
said
there
use
an
each
which
she
do
how
their
if

WORDS 51-75

will
up
other
about
out
many
then
them
these
so
some
her
would
make
like
him
into
time
has
look
two
more
write
go
see

WORDS 76-100

number
no
way
could
people
my
than
first
water
been
call
who
oil
its
now
find
long
down
day
did
get
come
made
may
part

Common suffixes: -s, -ing, -ed, -er, -ly, -est

*For additional instant words, see *Spelling Book* by Edward Fry, Laguna Beach Educational Books, 245 Grandview, Laguna Beach, CA 92651.

SECOND HUNDRED

**WORDS
101–125**

over
new
sound
take
only
little
work
know
place
year
live
me
back
give
most
very
after
thing
our
just
name
good
sentence
man
think

**WORDS
126–150**

say
great
where
help
through
much
before
line
right
too
mean
old
any
same
tell
boy
follow
came
want
show
also
around
form
three
small

**WORDS
151–175**

set
put
end
does
another
well
large
must
big
even
such
because
turn
here
why
ask
went
men
read
need
land
different
home
us
move

**WORDS
176–200**

try
kind
hand
picture
again
change
off
play
spell
air
away
animal
house
point
page
letter
mother
answer
found
study
still
learn
should
America
world

Common suffixes: -s, -ing, -ed, -er, -ly, -est

THIRD HUNDRED**WORDS
201–225**

high
every
near
add
food
between
own
below
country
plant
last
school
father
keep
tree
never
start
city
earth
eye
light
thought
head
under
story

**WORDS
226–250**

saw
left
don't
few
while
along
might
close
something
seem
next
hard
open
example
begin
life
always
those
both
paper
together
got
group
often
run

**WORDS
251–275**

important
until
children
side
feet
car
mile
night
walk
white
sea
began
grow
took
river
four
carry
state
once
book
hear
stop
without
second
later

**WORDS
276–300**

miss
idea
enough
eat
face
watch
far
Indian
really
almost
let
above
girl
sometimes
mountain
cut
young
talk
soon
list
song
being
leave
family
it's

Common suffixes: -s, -ing, -ed, -er, -ly, -est

FOURTH HUNDRED**WORDS 301–325**

body
music
color
stand
sun
questions
fish
area
mark
dog
horse
birds
problem
complete
room
knew
since
ever
piece
told
usually
didn't
friends
easy
heard

WORDS 326–350

order
red
door
sure
become
top
ship
across
today
during
short
better
best
however
low
hours
black
products
happened
whole
measure
remember
early
waves
reached

WORDS 351–375

listen
wind
rock
space
covered
fast
several
hold
himself
toward
five
step
morning
passed
vowel
true
hundred
against
pattern
numeral
table
north
slowly
money
map

WORDS 376–400

farm
pulled
draw
voice
seen
cold
cried
plan
notice
south
sing
war
ground
fall
king
town
I'll
unit
figure
certain
field
travel
wood
fire
upon

FIFTH HUNDRED**WORDS 401–425**

done
English
road
halt
ten
fly
gave
box
finally
wait
correct
oh
quickly
person
became
shown
minutes
strong
verb
stars
front
feel
fact
inches
street

WORDS 426–450

decided
contain
course
surface
produce
building
ocean
class
note
nothing
rest
carefully
scientists
inside
wheels
stay
green
known
island
week
less
machine
base
ago
stood

WORDS 451–475

plane
system
behind
ran
round
boat
game
force
brought
understand
warm
common
bring
explain
dry
though
language
shape
deep
thousands
yes
clear
equation
yet
government

WORDS 476–500

filled
heat
full
hot
check
object
am
rule
among
noun
power
cannot
able
six
size
dark
ball
material
special
heavy
fine
pair
circle
include
built

SIXTH HUNDRED**WORDS 501–525**

can't
matter
square
syllables
perhaps
bill
felt
suddenly
test
direction
center
farmers
ready
anything
divided
general
energy
subject
Europe
moon
region
return
believe
dance
members

WORDS 526–550

picked
simple
cells
paint
mind
love
cause
rain
exercise
eggs
train
blue
wish
drop
developed
window
difference
distance
heart
sit
sum
summer
wall
forest
probably

WORDS 551–575

legs
sat
main
winter
wide
written
length
reason
kept
interest
arms
brother
race
present
beautiful
store
job
edge
past
sign
record
finished
discovered
wild
happy

WORDS 576–600

beside
gone
sky
glass
million
west
lay
weather
root
instruments
meet
third
months
paragraph
raised
represent
soft
whether
clothes
flowers
shall
teacher
held
describe
drive

SEVENTH HUNDRED**WORDS 601–625**

cross
speak
solve
appear
metal
son
either
ice
sleep
village
factors
result
jumped
snow
ride
care
floor
hill
pushed
baby
buy
century
outside
everything
tall

WORDS 626–650

already
instead
phrase
soil
bed
copy
free
hope
spring
case
laughed
nation
quite
type
themselves
temperature
bright
lead
everyone
method
section
lake
consonant
within
dictionary

WORDS 651–675

hair
age
amount
scale
pounds
although
per
broken
moment
tiny
possible
gold
milk
quiet
natural
lot
stone
act
build
middle
speed
count
cat
someone
sail

WORDS 676–700

rolled
bear
wonder
smiled
angle
fraction
Africa
killed
melody
bottom
trip
hole
poor
let's
fight
surprise
French
died
beat
exactly
remain
dress
iron
couldn't
fingers

EIGHTH HUNDRED**WORDS 701–725**

row
least
catch
climbed
wrote
shouted
continued
itself
else
plains
gas
England
burning
design
joined
foot
law
ears
grass
you're
grew
skin
valley
cents
key

WORDS 726–750

president
brown
trouble
cool
cloud
lost
sent
symbols
wear
bad
save
experiment
engine
alone
drawing
east
pay
single
touch
information
express
mouth
yard
equal
decimal

WORDS 751–775

yourself
control
practice
report
straight
rise
statement
stick
party
seeds
suppose
woman
coast
bank
period
wire
choose
clean
visit
bit
whose
received
garden
please
strange

WORDS 776–800

caught
fell
team
God
captain
direct
ring
serve
child
desert
increase
history
cost
maybe
business
separate
break
uncle
hunting
flow
lady
students
human
art
feeling

NINTH HUNDRED**WORDS 801–825**

supply
corner
electric
insects
crops
tone
hit
sand
doctor
provide
thus
won't
cook
bones
tail
board
modern
compound
mine
wasn't
fit
addition
belong
safe
soldiers

WORDS 826–850

guess
silent
trade
rather
compare
crowd
poem
enjoy
elements
indicate
except
expect
flat
seven
interesting
sense
string
blow
famous
value
wings
movement
pole
exciting
branches

WORDS 851–875

thick
blood
lie
spot
bell
fun
loud
consider
suggested
thin
position
entered
fruit
tied
rich
dollars
send
sight
chief
Japanese
stream
planets
rhythm
eight
science

WORDS 876–900

major
observe
tube
necessary
weight
meat
lifted
process
army
hat
property
particular
swim
terms
current
park
sell
shoulder
industry
wash
block
spread
cattle
wife
sharp

TENTH HUNDRED**WORDS 901-925**

company
radio
we'll
action
capital
factories
settled
yellow
isn't
southern
truck
fair
printed
wouldn't
ahead
chance
born
level
triangle
molecules
France
repeated
column
western
church

WORDS 926-950

sister
oxygen
plural
various
agreed
opposite
wrong
chart
prepared
pretty
solution
fresh
shop
suffix
especially
shoes
actually
nose
afraid
dead
sugar
adjective
fig
office
huge

WORDS 951-975

gun
similar
death
score
forward
stretched
experience
rose
allow
fear
workers
Washington
Greek
women
bought
led
march
northern
create
British
difficult
match
win
doesn't
steel

WORDS 976-1000

total
deal
determine
evening
nor
rope
cotton
apple
details
entire
corn
substances
smell
tools
conditions
cows
track
arrived
located
sir
seat
division
effect
underline
view

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See also List 6, Work Words; List 7, Daily Living Words; List 8, Highway Travel Words; and List 5, Picture Words.

5. Picture Words

Combined with the first hundred Instant Words these picture words make a powerful beginning reading and writing vocabulary.

1. People boy girl man woman baby	2. Toys ball doll train game skateboard	3. Numbers one two three four five	4. Clothing shirt pants dress shoes hat
5. Pets cat dog rabbit bird fish	6. Furniture table chair sofa chest desk	7. Eating Objects cup plate bowl fork spoon	8. Transportation bicycle truck bus plane boat
9. Buildings store school house building garage	10. School Workers teacher bus driver secretary principal custodian	11. Zoo Animals elephant giraffe bear lion monkey	12. School Items marker scissors paste ruler chalkboard
13. Plants bush flower grass tomatoes tree	14. Sky Things sun moon star cloud rain	15. Earth Things water rock dirt field hill	16. Farm Animals horse cow pig chicken duck
17. Workers farmer police officer cook doctor nurse	18. Entertainment television radio movie ball game band	19. Writing Tools pen pencil crayon typewriter computer	20. Reading Things book newspaper magazine sign letter

See also List 4, Instant Words.

6. Work Words

These meaningful words and phrases help adults and adolescents improve their reading and writing skills so they can obtain better employment.

DANGER WORDS I

Acid
Caution
Combustible
Danger
High Voltage
Keep Out
Live Power Supply
Radioactive
Explosives
Do Not Close
Do Not Drink
Do Not Place Near Heat
Electrical Outlet
Extend Hose Completely
Before Opening Valves
Flammable
For Fire Use Only
Fuel
Gas
Harmful if Swallowed
No Admittance
No Trespassing
Oxygen
Poison
Private Property
Stop
Walk
Warning

DANGER WORDS II

Alarm
Arrested
Aspirin
Break Glass
Close Door
Danger Below This Line
Do Not Use
Down
Emergency Exit Only
Fire Escape
Fire Hose
For Burns
Hot

No Smoking
Not for Electrical Fire
One Way
Open Door Out
Pedestrians
Proceed at Your Own Risk
Railroad (R.R.)
Smoking Prohibited
Swim at Your Own Risk
This Way Out

DANGER WORDS III

Blasting
Keep Away
Danger—Slow
Do Not Clean or Oil
Machinery While in
Motion
Do Not Close Switch
Do Not Get off While in
Motion
Do Not Open Valve
Do Not Operate Without
Guards
Do Not Stand Up
Do Not Use This Machine
Do Not Wear Loose
Clothing or Gloves
Around Machines
Don't Stand Above This
Line
Equipment Must Not Be
Taken Within 10' of
Electric Lines
Fire Exit Only
Break Glass
Open Door
Keep Fingers out of Meat
Grinder-Use Tamper
Keep Your Hands and Arms
Within Sides of Car
Only Regular Machine
Operator Allowed to
Use Machine

Open Truck
Report Dangerous
Conditions at Once
Stairway
Stay Clear of Moving Cars
Stop—Blow Horn
Proceed with Caution
This Is an Empty Elevator
Shaftway
Truck Crossing
Watch Out for Persons
Below
Your Eyes Are Priceless—
Wear Proper Protection

ROAD SIGNS I

Children Crossing
Divided Highway Ends
Do Not Drive
Do Not Enter
Do Not Pass
Driveway Ahead
Keep Right
Left Lane Must Turn Left
Low Clearance 10 Feet
Low Shoulder
Merging Traffic
Minimum Speed
No Left Turn
Pass with Care
Railroad Crossing
Safe Speed 15 mph
School Crossing
School Zone
Shoulder Work Ahead
Slippery When Wet
Slow Ahead
Slow Traffic
Keep Right
Soft Shoulder
Two-Way Traffic Ahead
Yield

ROAD SIGNS II

Bridge May Be Slippery
 Dead End
 Detour Ahead
 End Construction
 End One Way
 Express Lane
 Highway Ends
 Narrow Bridge
 No Thoroughfare
 No Trucks
 No Turns
 Pavement Ends
 Ramp
 Roadside Table
 Route
 Signal Ahead
 Signal Set for 35 mph
 Speed Zone Ahead
 Speed Limit 50 mph
 Through Traffic Keep Right
 Traffic Ahead
 Truck Crossing
 Trucks Use Right Lane
 Turnpike Use Next Exit

SIGNS I

Alcohol
 Burns
 Do Not Close
 Do Not Smoke
 Drinking Water
 Enter
 Falling Rock
 First Aid
 Gentlemen
 Glass
 Information
 Keep Refrigerated
 Key
 Ladies
 Men
 Not Allowed
 Not Permitted
 Out of Order
 Perishable
 Reset Safety Switch

Shut Off Valve
 Turn Bottom Up
 Walk on Left Facing Traffic
 Water
 Women

SIGNS II

Bus
 Cab
 Do Not Bend
 East (E.)
 Elevator
 Follow Signs
 Fragile
 Handle with Care
 Keep Door Closed
 Keep Flat
 Lay Flat
 Men Working
 No Exchange
 North (N.)
 Passengers
 Pull
 Push
 South (S.)
 This End Up
 This Side Up
 Turn Off Engine
 Use No Hooks
 Watch for Signal
 Watch Your Step
 West (W.)

SIGNS III

All the Way Down
 Apply Pressure
 Automatic
 Call
 Cleaners
 Cold
 Cool
 Delivery
 Deposit a Quarter and Dime
 or Two Nickels
 Deposit 10¢ in Coin
 Dimes Only
 Entrance Gate

Fold Back
 Hospital Zone
 Inch
 Insert Coins
 No Storage
 Operator
 Per Couple
 Press Button
 Self-Service
 Straight Ahead
 Use Other Door
 Wash
 Warm

SIGNS IV

Bath
 Check Your Valuables
 Cook
 Customer Must Present
 Identification
 Fifth Floor
 Fold on Dotted Line
 Free
 Inside Front Cover
 Lights
 Lock Door
 Main Door
 Lobby
 Next Counter
 Next Exit
 Notice
 Not Responsible
 Damaged Merchandise
 Please Do Not Touch
 Public Parking
 Refrigerator
 Reset Cycle
 Take Your Seat
 Tear at Perforations
 Tickets
 Toll
 Use Key

SIGNS V

Bakery
 Beauty Shop
 Breakfast Being Served

Cafeteria
 Cleaners
 Closet
 Dance
 Delicatessen
 Dentist
 Discount Drugs
 Garage
 Hardware
 Laundry
 M.D.
 Nurse
 Pick Up
 Purchase Price
 Repair Service
 Rinse
 Sale
 Tavern
 Taxi
 Telephone
 Tobacco
 Wash

WANT ADS I

Ability to Learn
 Apply in Person
 Available Immediately
 Beginner
 Call
 Certificate
 Department
 Eligible
 Employment
 Evening (Eve.)
 Inexperienced
 License
 Manager
 Mature
 Office (Off)
 Over 21 Years of Age
 Personnel
 Phone
 Post Office Box (P.O.)
 Trainees

WANT ADS II

Assemblers
 Assist

Attendant
 Automotive Machine
 Cook
 Second Relief
 Counterman
 Driver
 Factory (Facky)
 Food Service Helper
 Hospital
 Janitor
 Maid
 Maintenance
 Painters
 Production Workers
 Rotating Shift
 Stock Man
 Trucking
 Warehouseman
 Waitress

WANT ADS III

Blue Cross
 Blue Shield
 Bonus
 Incentive Plan
 Company Benefits
 Compensation
 Earn
 Equal Opportunities
 Fringe Benefits
 Forty-Hour Week
 Full Time
 Life Insurance
 Overtime
 Paid Vacation
 Part Time
 Pension Plan
 Per Hour
 Positions
 Sick Leave
 Steady Income
 Working Conditions

GROCERY AND DRUG I

Aspirin
 Bayer
 St. Joseph
 Baby Food

Strained
 Junior
 Baking Powder
 Bread
 Butter
 Cellophane
 Cereal
 Chocolate
 Corn
 Crackers
 Dozen
 Eggs
 Flour
 Gallons
 Jello
 Juice
 Laxatives
 Margarine
 Net Weight
 Noodles
 Orange
 Ounces (oz)
 Pancake Mix
 Peas
 Pepper

GROCERY AND DRUG II

Pint
 Potatoes
 Pounds (lbs)
 Quart (qt)
 Rice
 Salt
 Sanitary Napkins
 Sausage
 Shortening
 Soap
 Soda
 Soup
 String Beans
 Sugar
 Tablespoon
 Tablets
 Teaspoon
 Tincture of Iodine
 Tincture of Mercury
 Tissues
 Turkey

Vanilla
Vegetable Oil
Vegetables
Vinegar

MENUS

Bean
Cheeseburger
Chicken Noodle
Grilled Cheese
Ham and Cheese
Hamburger
Hoagies
Meat Ball
Pork Roll
Steak
Tuna Fish
Vegetable
Beans
Chicken
Choice of Two Vegetables
Cole Slaw
Fish and Chips
French Fries
Mashed Potatoes
Peas
Pizza
Pork Chops
Roast Beef
Turkey
Coffee
Cola
Iced Tea
Milk
Milk Shake
Tea

JOB APPLICATIONS I

Address
Age
Birth
Children
City
Date
Employer
Female
Husband
Male

Miss
Mr.
Mrs.
Name (First, Last)
Print
Signature
Social Security
State
Wife
Year

JOB APPLICATIONS II

Answer All Questions
Applicant Sign Here
Citizen of U.S.A.
(American?)
Employed
Employment
Former Employer
Home
Income
Last Year
List
Married
Do Not Use This Space
Number of Dependents
Relation
Salary
Separate
Single
Start
Write
Zip Code

JOB APPLICATIONS III

Work Experience
List in Order
Last Job
Former Employer
Employer's Address
Employed from—to—
Month—Year
Describe Type of Work
Done
Seniority
Reason for Leaving
Education
School—Name and Location

Graduate
Kind of Job Applying for
Work Preference
First Choice
Second Choice
A.M.
P.M.
Part Time
Permanent
Salary Expected
Per Week

JOB APPLICATIONS IV

Are You Employed Now?
Maiden Name
Residence
Number of Children
Widow
Board
Own Home
Rent
Own Car
Telephone
Do You Have a Relative
Working with the
Company?
Relationship
In Case of Emergency
Bonded
Arrested
References
Number of Days Sick
Speech
Vision
Sex (Male—Female)
Height (Ht.)
Weight (Wt.)
Inches (In.)
Answer in Full All Items
Examination Announcement
Legal Residence
Voting Residence
Title of Examination
Lowest Rate You Will
Accept
Temporary
Career
Christmas

INCOME TAX

If Filing Joint Return
 First Names
 Middle Initials
 Spouse's
 Check One
 Married Filing Joint Return
 Married Filing Separately
 Enter Total Wages
 Tips
 Interest
 Dividends
 Total Income Tax from Tax Table
 Total Federal Income Tax Withheld
 Larger Than
 Balance Due
 Refund
 Dependent's Support Amount Furnished
 If Filing 100% Write "All"
 Sign Here
 Both Must Sign
 Initials—Middle
 Interest
 Joint Return
 Larger Than
 Married
 Withholding Allowances
 Attached Certificate
 Deductions Allowed
 Exemptions
 Itemized Deductions

CREDIT TERMS

Badge
 Bank Balance
 Business Phone
 Extension
 Checking Account
 Contract Expires
 Draft Status
 Driver's License
 Excluding Overtime
 Finance Company
 Account
 Furniture Value

Address of School
 How Long
 Insurance Coverage
 Landlord
 List Your Debts
 Creditors
 Live with My Parents
 Loan Value
 Mortgage Balance
 Purchase Price
 Registration Number
 Take-Home Pay

HOSPITAL

Accident
 Admissions
 Aerosol
 Ambulance
 Cancel
 Dispensary
 Disposal Plastic Syringe
 Drain
 Glass Cans
 Hospital
 In Laboratory
 Local
 Manual
 Nurse
 Oxygen
 Pick-up
 Physician
 Seamstress
 Slop
 Storeroom
 Steam
 Vinyl Plastic
 Ward
 Water Level
 X-ray

AIRPORT

Aircraft Landing Zone
 Air Express
 Air Freight
 Concourse
 Direct Line
 Do Not Use Grease or Oil
 Near Unit

Equipment Operators
 Check Fuel and Engine Oil Before Placing Machine in Operation
 Final Destination
 Flight Leaves
 Flight Number
 Ground Transportation
 If in Doubt Contact Your Supervisor
 Keep Cart 4 Feet from Airplane
 Keep Within Yellow Lines
 Moving Aircraft Proceed with Caution
 Never Use Oxygen as Compressed Air
 No Carrying Lighted Materials Beyond This Point
 This P.I.V. Controls Sprinklers
 Warning! These are Instantaneous Switches—Do Not Hold Push Button

TRUCKING I

Bags
 Barrels
 Bill of Lading (B/L)
 Bottles
 Bundles
 Cartons
 Case (Cs)
 Commodities Rate
 Consigner
 Consignor
 Crate
 Delivery Number
 Destination
 Dispatcher
 Don't Tailgate
 Drums
 Explosives
 **Class A,B,C
 Fiber Drums
 F.O.B. (Free on Board)
 Look Before Backing

TRUCKING II

C.O.D. (Collect on Delivery)
 First Class Rates
 Gross Load
 Gross Weight
 Kegs
 L/T/1 (Less Than Truckload)
 Livestock
 Number Pieces
 Paid Insurance
 Pails
 Prepaid
 Pro Number
 Protective Signature Service
 Received in Good Condition
 Second Class Rates
 Shipper
 Storage
 Tailgate
 Total Due
 Vehicle Number

CONSTRUCTION

Acetone
 Caution—Keep Walking
 Paths Clear
 Caution—Only Regular
 Operator Allowed to Use
 This Machine
 Cement
 Men Working Above
 Riding on This Forbidden
 This Means You
 Employees Only Allowed
 Past This Point
 Fuse
 Heater Room
 Kerosene
 Lock
 Mortar Cement
 Negative
 Panel
 Pile All Materials Properly
 Positive
 Projecting Nails Cause
 Accidents—Bend Them
 Over

Replace Guards and
 Barriers Immediately
 Solvent
 Stop Machines Before
 Cleaning or Adjusting
 This Hoist for Materials
 Only—Do Not Ride
 Warning—Stop Machines
 Before Clearing Jams
 or Repairing
 Wear Your Hard Hat
 Wire

SALES

Bill of Lading
 Cash
 Charge
 C.O.D. (Collect on Delivery)
 Collect
 Do Not Write in Above
 Space
 Due
 F.O.B. (Free on Board)
 Invoice
 Item
 License Number
 Price Includes Tax
 Quantity (Qty)
 Rate
 Received by
 Received in Good Condition
 Sales Tax
 Sold by
 Sold to
 Total

LUMBER I

Base
 Bevel
 Birch
 Cedar
 Colonial
 Common
 Crosscuts
 Crown
 Dowel
 Drip Cap

FAS 1 (Front and
 Sideboards Clear on
 1 Side)
 FAS 2 (Front and
 Sideboards Clear on
 2 Sides)
 Fencing
 Fir
 Flat Grain
 Hemlock
 Jambs
 Knotty Pine
 Mahogany
 Mldg. (Moulding)

LUMBER II

Nutmeg
 Oak
 Panels
 PCS (Pieces)
 Pine
 Ply
 Rail
 Ranch Trim
 Rips
 S 2 S (Surface 2 Sides)
 S 4 S (Surface 4 Sides)
 Shoe
 Siding
 Sill
 Spruce
 Square Feet (Sq. Ft.)
 Standard
 Sterling
 Vertical Grain
 Walnut

TELEPHONE

Phone
 Telephone
 Directory
 Area Code
 Local Call
 Long Distance
 Information
 Directory Assistance
 Exchange
 Person-to-Person

Dial
Dial Tone
Assistance
Emergency Call
Deposit 25¢
Business Office

Operator
Repair Service
White Pages
Yellow Pages
Classified Directory
Location

Day Rate
Evening Rate
Night Rate
Collect Call
Telegram
Credit Card

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See also List 7, Daily Living Words and List 8, Highway Travel Words.

7. Daily Living Words

Words are all around us. The following are part of the American daily living experience. Use these words in literacy education for new and native speakers of English, students with special educational needs, and young students. Check students' comprehension of key survival words such as "flammable," "acid," and "combustible."

acid	do not drink	keep off
admission	doctor	keep out
alarm	don't walk	keep refrigerated
ambulance	down	ladies
apartment	driver	laundry
automated teller machine (ATM)	drug store	license number
bakery	drugs	lights
bank	due	local
beauty shop	east	lost
breakfast	electric	lunch
bus	elevator	M.D.
bus stop	emergency	manager
cab	enter	map
cafeteria	entrance	medicine
cancel	exit	money
car	explosives	money order
cash	fire escape	newspapers
caution	fire exit	no admittance
charge	fire hose	no smoking
checks	first aid	no trespassing
church	first class	north
cigarettes	flammable	northbound
clean	follow signs	notice
cleaners	food	nurse
closed	fragile	one way
cold	free	open
cold drinks	fuel	operator
collect	garage	order
combustible	gas	out
coupon	gentlemen	out of order
credit cards	glass	oxygen
customer service	grocery store	parking
danger	handle with care	passengers
delicatessen	harmful if swallowed	pedestrians
delivery	help	perishable
dentist	help wanted	phone
deposit	hospital	pick-up
destination	hot	poison
dinner	hotel	police
directions	information	post office
do not bend	insert coins	press
	job	price

private
public parking
pull
push
quiet
railroad
receipt
refund
rent
repair service
reservations
reserved
rest rooms
restaurant
rinse
sale
sales tax
schedule

school
self-service
sick
size
skills
smoking prohibited
south
southbound
stairs
stairway
stop
store
straight ahead
subway
supper
tax
taxi

telephone
this way
timetable
toll
total
train
use other door
walk
warm
warning
wash
watch your step
water
weekday
west
women
work



See also List 6, Work Words and List 8, Highway Travel Words.

8. Highway Travel Words

Traveling the highways is part of earning a living, visiting favorite friends, exploring the world. Many students eagerly look forward to the day they will qualify for a driver's license. Mastering this list will help students pass the test and navigate the roadways.

alternate route	interstate	ramp speed _____
bike route	junction	reduce speed ahead
bridge freezes before road	keep right	restricted lane ahead
bridge may be slippery	left lane ends	resume speed
bridge out	left lane must turn left	right lane must turn right
camping	left turn on signal only	right turn only
cattle Xing (crossing)	local traffic only	right turn on red after stop
caution	low clearance	road closed
children crossing	low shoulder	road construction next _____
congested area ahead	maximum speed _____	miles
construction ahead	mechanic on duty	roadside table
curve	men working	route
danger	merge	runaway truck ramp
dangerous curve	merge left/merge right	school bus crossing
dangerous intersection	merging traffic	school zone when flashing
dead end	minimum speed _____	signal ahead
deer Xing (crossing)	narrow bridge	slippery when wet
detour ahead	next gas _____ miles	slow
dip	next right/next left	slower traffic keep right
divided highway	no dumping	soft shoulder
do not block entrance	no left turn	south
do not enter	no parking this side	speed checked by radar
do not pass	no passing zone	speed limit _____
emergency parking only	no right turn on red	speed zone ahead
end construction	no thoroughfare	steep grade
entrance	no trucks	stop
exit	no turns	stop ahead
exit only	no turn on red	towaway zone
express lane	north	trail
expressway	not a through street	truck route
falling rock	no U turn	turnpike
farm machinery	one way	two-way traffic
fine for littering	one way—do not enter	use low gear
food	parking ahead	walk
four-way stop	parkway	watch for fallen rocks
freeway	pavement ends	wayside park
gasoline	pedestrian crossing	weigh station
go slow	pedestrians prohibited	weight limit _____ tons
hidden driveway	ped Xing (pedestrian	west
highway ends	crossing)	winding road
hill—trucks use lowest gear	plant entrance	wrong way
hospital zone	private road—keep out	yield
information center	railroad crossing	yield right of way
intersection		

See also List 138, Traffic Signs.

9. Collective Nouns

Groups of nouns (persons, animals, and things) often have a special word to name the group. These special words are called collective nouns.

ACADEMY of scholars	LEAGUE of teams (also nations)
ARRAY of numbers	LINE of people
ASSOCIATION of lawyers	MOB of radicals
ASSORTMENT of jewels (also tools, characters)	MOUND of dirt (also things)
BALE of cotton	MULTITUDE of followers
BAND of musicians (also robbers)	NEST of snakes (also spies, bowls)
BATCH of cookies (also biscuits)	PACK of gum (also lies, dogs)
BED of flowers (also vegetables)	PARTY of fishermen (also diners)
BEVY of ladies (also quail)	PEOPLE of a city
BLOCK of houses (also stamps)	PILE of papers
BUNDLE of sticks (also clothes, money)	PORTFOLIO of stocks (also pictures)
CHAPTER of verse (also book)	POSSE of deputies
CHEST of drawers	PRIDE of lions
CLUB of anything (humans)	ROUNDUP of cattle
CLUMP of grass (also earth, dirt)	SCHOOL of fish
CLUSTER of diamonds	SECTION of seats (also laws)
COLLECTION of things (also books, stamps)	SET of dishes
COLONY of ants (also artists, writers)	SHELF of books
COMMITTEE of anything (humans)	SHOCK of wheat (also hair)
COMPANY of soldiers	SQUAD of police
CONGLOMERATION of businesses	STACK of pancakes
CONGREGATION of worshipers	SWARM of bees (also reporters)
CONGRESS of delegates	TEAM of athletes
CONVENTION of professionals	TRIBE of Indians
CORPS of Marines (also drummers)	TROOP of Scouts (also baboons, State Police, soldiers)
COUNCIL of chiefs	UNION of workers (also Nations)
COVEY of doves (also partridges)	WAVE of insects (also water, emotion)
CREW of sailors (also painters)	
CROWD of people	
DECK of cards	
FLEET of ships	
FLOCK of sheep (also birds)	
FLOOD of emotion (also money, complaints)	
FLOTILLA of ships	
GAGGLE of geese	
GALAXY of stars	
GANG of criminals	
GROVE of trees	
HEAP of dirt	
HERD of cows (also reindeer, buffalo)	
HORDE of enemy soldiers	



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SECTION II

Core Subject Words



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10. Mathematics Vocabulary—Primary

Beginning mathematics is challenging for many primary-grade students. Not only must they master mathematics concepts and rules of computation, they must learn to read, write, and comprehend numbers, and they must understand the specialized vocabulary of mathematics—no small feat for students just learning basic word recognition and comprehension skills. Use these words to review meaning, spelling, and to develop word-problem skills. Use the money, time, and measurement section as practice in reference-material use and to strengthen concept relationships.

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add	each	million	similar
addition	equal	minus	simple
alike	even number	missing	single
all	fact	more	size
amount	family of facts	most	solution
Arabic numeral	fewer	negative	solve
baker's dozen	figure	number	some
between	fraction	number line	space
billion	graph	odd number	straight
both	greater than ($>$)	opposite	subset
center	group	order	subtract
change	grouping	pair	sum
column	half	pattern	symbol
compare	horizontal	pictograph	table
connect	inside	plus	temperature
contain	join	positive	thermometer
corner	least	problem	thousand
count	less	rounded number	times
counting numbers	less than ($<$)	row	total
curve	many	same	unequal
degree (temperature)	match	sample	unit
difference	mathematics	score	unknown
digit	measure	sequence	value
distance	member	set	vertical
double	middle	shaded	weight
dozen		sharing	zero

Money

1 penny	equals	1 cent	1¢	\$.01
1 nickel	equals	5 cents	5¢	\$.05
1 dime	equals	10 cents	10¢	\$.10
1 quarter	equals	25 cents	25¢	\$.25
1 dollar	equals	100 cents	100¢	\$1.00

change

coin

cost

dollar sign

five dollar bill

ten dollar bill

twenty dollar bill

Time

1 minute	equals	60 seconds
1 hour	equals	60 minutes
1 day	equals	24 hours
1 week	equals	7 days
1 month	equals	4 weeks
1 year	equals	52 weeks
1 year	equals	365 days
1 year	equals	12 months

A.M.

P.M.

morning

noon

afternoon

night

midnight

calendar

clock

Roman numerals

watch



MEASUREMENT—Primary**Customary System**

In the customary system, the unit used for measuring length is the **inch**. The unit used for measuring liquid is the **ounce**. We use inch rulers and yard sticks to measure length in the customary system.

Length

1 foot	equals	12 inches
1 yard	equals	36 inches
1 yard	equals	3 feet
1 mile	equals	5,280 feet

Liquid

1 cup	equals	8 ounces
1 pint	equals	2 cups
1 quart	equals	2 pints
1 gallon	equals	4 quarts

Weight

1 pound	equals	16 ounces
1 ton	equals	2,000 pounds

Metric System

In the metric system, the unit used for measuring length is the **meter**. The unit used for measuring liquid is the **liter**. We use centimeter rulers and meter sticks to measure length in the metric system.

Length

1 centimeter	equals	10 millimeters
1 meter	equals	100 centimeters
1 kilometer	equals	1,000 meters

Liquid

1 liter	equals	1,000 milliliters
1 kiloliter	equals	1,000 liters

Weight

1 gram	equals	1,000 milligrams
1 kilogram	equals	1,000 grams
1 metric ton	equals	1,000 kilograms

See also List 13, Measurement.

11. Mathematics Vocabulary—Elementary

Because mathematics is an essential skill, instructional focus is being placed on students' understanding of the concepts behind the computation. These words are found in primary-grade texts and should be recognized and understood by most intermediate-grade students. Share the list with your students' math instructor. Not understanding these words may cause students trouble with "word problems" and interfere with their learning math in the intermediate grades.

addend	elapsed time	mass
array	element	mean
array diagram	empty set	median
associative property	equal decimals	minuend
(grouping property)	equal fractions	missing factor
average	equally likely	mixed number
bar graph	equation	mode
base	equivalent	model
base ten	equivalent fractions	multiple
basic fact	equivalent measures	multiplication
broken-line graph	estimate	multiplication property of
capacity	expanded numeral	one
Celsius	factor	multiplication property of
circle graph	factor tree	zero
combine	Fahrenheit	multiply
common denominator	flow chart	natural order
common factor	fluid ounce	net
common multiple	frequency	number pair
commutative property	gram	number sentence
(order property)	greatest common factor (gcf)	numerator
compass	grid	one hundredth
compatible number	grouping property of addition	one tenth
composite number	grouping property of	one-to-one
coordinates	multiplication	operation
cubic centimeter	hundredth	order property of addition
customary system of	identify	
measurement	improper fraction	
data	inequality	
decimal	infinite set	
decimal point	integers	
decimeter	is divisible by	
degree Celsius	label	
degree Fahrenheit	least common denominator	
denominator	(lcd)	
distributive property	least common factor (lcf)	
divide	least common multiple (lcm)	
dividend	lowest terms	
divisible		
divisor		



order property of multiplication	proper fraction	square number
ordered pair	property of one	square products
ordinal	property of zero	standard units of measure
ordinal number	quotient	statistics
organized list	range	subtrahend
outcome	ratio	survey
parenthesis, parentheses	reciprocal	tally chart
percent	rectangular array	tenth
perimeter	regroup	terminating decimal
pint	related facts	triangular numbers
place holder	remainder	union
place value	rename	unit fraction
prediction	repeating decimal	unit price
prime factor	sign	unnamed
prime number	simplest form	watt
principle	square centimeter	whole number
probability	square feet	zero property of addition
procedure	square inch	zero property of multiplication
product	square mile	



12. Mathematics Vocabulary—Intermediate

The concepts behind these words build on those learned in elementary math. These words were found in popular math texts for grades four through eight. Many will also be repeated in secondary-school texts. Consider a lesson on “math verbs”—knowing **what to do** is key to carrying out mathematical operations. Here are a few examples of “math verbs”: decrease, subtract, convert, determine, reduce.

abscissa	complementary events	exponential notation
absolute value	complex	expression
acre	complex fraction	extend
actual	computation	face value
additive	consecutive	factorial
additive inverse	constant	family of facts
alternate	convert	favorable outcome
approximately	cosine	Fibonacci sequence
arithmetic mean	cosine ratio	finite
associative property of addition	cross-product	fixed
associative property of multiplication	cross-section	foci
avoirdupois	cubed	foot-pound
baker's dozen	cubic	formula
base (of a percent)	currency	frequency
base (of an exponent)	decade	frequency table
base five	decrease	function
base two	dependent events	generalization
billion	deposit	given
binary operation	depth	graduated scale
binary system	derive	graph
box plot	determine	graph of the equation
calculate	deviation	greatest possible error
cardinal	diagram	greatest possible multiple
caret	discount	gross
cast out	disprove (a statement)	gross weight
centigrade	distributive property of multiplication	histogram
centigram	division	identity property of multiplication
centiliter	dot graph	imply
century	dry measure	impossible event
certain event	duplicate	include
clock arithmetic	equal ratios	increase
closure property	equality	independent events
combination	equivalent ratios	indirect measurement
commutative property of addition	error of measurement	inequality
commutative property of multiplication	evaluate	inference
comparison	exact	input
	experiment	interest rate
	experimental probability	interpret
	exponent	

interquartile range
 interval
 inverse
 irrational number
 kiloliter
 like terms
 line plot
 linear
 linear equation
 lower quartile
 magic square
 markup
 maximum
 mental math
 metric system
 micron
 midpoint
 midway
 minimum
 mixed numeral
 multiplicand
 multiplication principle
 multiplier
 mutually exclusive events
 natural number
 negative correlation
 negative number
 negative slope
 notation
 numeral
 numeration
 numeration system
 odds
 open equation
 open sentence
 opposites
 order of operations
 ordered pair
 origin
 output
 overestimate
 partial
 pattern
 per
 percent

percentage
 percentiles
 perfect number
 perfect square
 period
 permutation
 pi
 pictograph
 plot
 population
 positive correlation
 positive numbers
 positive slope
 possible outcomes
 power
 precision
 profit
 progression
 proportion
 proportional
 quadrant
 quantity
 quartiles
 random
 random sample
 ranking
 rate
 rational number
 real numbers
 reduce
 reflexive property

relation
 relative error
 repeat (probability)
 restriction
 reverse
 sample
 satisfies
 scatter plot
 scientific notation
 sequence
 short division
 signed number
 significant digits
 simplest terms
 simplify
 sine
 sine ratio
 skip counting
 slope
 solution
 square root
 squared
 standard order of operations
 statistics
 stem-and-leaf plot
 story problem
 string
 subscript
 substitute
 successive
 super set
 system



tally	transversal	universal set
term	tree diagram	unlimited
terminate	trial	unmatched
theorem	trigonometry	upper limit
theoretical probability	triple	upper quartile
topologically equivalent	truncate	variable
topology	underestimate	variable expression
transformation	undivided	Venn diagram
transitive property	union of sets	word problem
translation (slide)	unit rate	



13. Measurement

CUSTOMARY SYSTEM

In the customary system of measurement, the reference unit used for length is the **inch**; the reference unit used for liquid capacity is the **ounce**. Inch rulers and yard sticks are used to measure length in the customary system.

Length

12 inches (12 in.)	equal	1 foot (1 ft.)
3 feet (3 ft.)	equal	1 yard (1 yd.)
220 yards (220 yds.)	equal	1 furlong (1 fur.)
8 furlongs (8 fur.)	equal	1 mile (1 mi.)

Liquid Capacity

8 fluid ounces (8 fl. oz.)	equal	1 cup (1 c.)
2 cups (2 c.)	equal	1 pint (1 pt.)
16 fluid ounces (16 fl. oz.)	equal	1 pint (1 pt.)
2 pints (2 pt.)	equal	1 quart (1 qt.)
32 fluid ounces (32 fl. oz.)	equal	1 quart (1 qt.)
4 quarts (4 qt.)	equal	1 gallon (1 gal.)
128 fluid ounces (128 fl. oz.)	equal	1 gallon (1 gal.)

Mass Weight

16 ounces (16 oz.)	equal	1 pound (1 lb.)
2,000 pounds (2,000 lb.)	equal	1 ton (1 T.)

Area

144 square inches (144 sq. in.)	equal	1 square foot (1 sq. ft.)
9 square feet (9 sq. ft.)	equal	1 square yard (1 sq. yd.)
4,840 square yards (4,840 sq. yd.)	equal	1 acre (1 A.)

Volume

1,728 cubic inches (1,728 cu. in.)	equal	1 cubic foot (1 cu. ft.)
27 cubic feet (27 cu. ft.)	equal	1 cubic yard (1 cu. yd.)

METRIC SYSTEM

In the metric system of measurement, the reference unit used for length is the **meter**; the reference unit used for capacity is the **liter**. Centimeter rulers and meter sticks are used to measure length in the metric system.

Length

10 millimeters (10 mm)	equal	1 centimeter (1 cm)
10 centimeters (10 cm)	equal	1 decimeter (1 dm)
100 millimeters (100 mm)	equal	1 decimeter (1 dm)
10 decimeters (10 dm)	equal	1 meter (1 m)
100 centimeters (100 cm)	equal	1 meter (1 m)
1,000 meters (1000 m)	equal	1 kilometer (1 km)

Liquid Capacity

10 milliliters (10 ml)	equal	1 centiliter (1 cl)
1,000 milliliters (1000 ml)	equal	1 liter (1 L)

Mass (Weight)

10 milligrams (10 mg)	equal	1 centigram (1 cg)
1,000 milligrams (1000 mg)	equal	1 gram (1 g)
1,000 grams (1000 g)	equal	1 kilogram (1 kg)
1,000 kilograms (1000 kg)	equal	1 metric ton (1 t)

Area

100 square millimeters (100 mm ²)	equal	1 square centimeter (1 cm ²)
10,000 square centimeters (10,000 cm ²)	equal	1 square meter (1 m ²)
10,000 square meters (10,000 m ²)	equal	1 hectare (1 ha)

Volume

1,000 cubic millimeters (1000 mm ³)	equal	1 cubic centimeter (1 cm ³)
1,000 cubic centimeters (1000 cm ³)	equal	1 cubic decimeter (1 dm ³)
1,000,000 cubic centimeters (1,000,000 cm ³)	equal	1 cubic meter (1 m ³)

SOME EQUIVALENT MEASURES**CUSTOMARY SYSTEM**

1 inch
1 foot
1 yard
1 mile
1 pound
1 quart
1 gallon

equals
equals
equals
equals
equals
equals
equals

METRIC SYSTEM

2.5 centimeters
30 centimeters
0.9 meters
1.6 kilometers
0.45 kilogram
0.95 liter
3.8 liters

METRIC SYSTEM

1 meter
1 hectare
1 centimeter
1 liter
1 liter
1 gram
1 kilogram

equals
equals
equals
equals
equals
equals
equals

CUSTOMARY SYSTEM

3.3 feet
2.5 acres
0.4 inch
1.06 quarts
0.26 gallon
0.035 ounce
2.2 pounds

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See also List 10, Mathematics Vocabulary Primary.

14. Geometry Vocabulary

Geometry has many practical as well as scientific and mathematical applications. We use it to calculate the size rug we need for a room, to find our location at sea, to build bridges and other structures. But geometry also has a wonderfully artistic side. Introduce your students to geometric art through computers and have them write poetry inspired by their art work.

ELEMENTARY GRADES 3–6

area
acute angle
angle
center of a circle
circle
circumference
closed figure
cone
congruent
congruent figures
cube
cylinder
degree (of an angle)
diagonal
diameter
edge
endpoint
face
flip
geometric figure
geometry
half turn
half-turn symmetry
height
hexagon
intersect
intersecting lines
length
line
line graph
line of symmetry
line plot
line segment
obtuse angle
octagon

parallel
parallel lines
parallelogram
pentacube
pentagon
pentomino
perpendicular
perpendicular lines
plane
point
polygon
polyhedron
polyomino
prism
protractor
pyramid
quadrilateral
radius
ray
rectangle
rectangular prism
regular polygon
rhombus
right angle
right triangle
round
segment
shape
side
similar figures
solid figure
sphere
square
surface
symmetric figure
symmetrical
triangle
turn
turn center
turn image

vertex (vertices)
volume
width

INTERMEDIATE GRADES 7–9

acute triangle
adjacent
adjacent angles
adjacent vertices
alternate interior
(exterior) angles
altitude
arc
axis
base (of a prism)
bisect
central angle
chord
circumscribe
closed curve
complementary
angles
composite solid
concave polygon
concentric
construct
convex polygon
coordinate axis
coordinate plane
corresponding
corresponding parts
dilation
dimension
equiangular triangle
equilateral triangle
exterior
45°–45°–90° triangle

half-planes
hemisphere
hexagonal prism
hypotenuse

inscribed angle
interior
intersection
irregular polygon
isosceles triangle

lateral
leg (of a triangle)
legs (of a right
triangle)

line
line of best fit
line of symmetry
line segment

median (of a
triangle)
mirror image

obtuse triangle
open figure
perpendicular
bisector
plane figure
Pythagorean theorem
quadrilateral

radian
radii
reflection (flip)
regular polyhedron
rotation (turn)

scale
scale drawing
scalene triangle
sector
semicircle
skew lines
slant height
straight angle

straight edge
supplementary
angles
surface area

tangent
tangent line
tangent ratio
tessellation
30–60–90 triangle
trapezoid
triangular pyramid
turn symmetry
two-dimensional

vertical angle
vertical axis

x-axis
x-coordinate

y-axis
y-coordinate



See also Lists 10, 11, and 12, Mathematics Vocabulary.

15. Science Vocabulary—Elementary

Harness a student's natural curiosity with books about dinosaurs, volcanos, and optical illusions, and create a lifelong interest in science. These terms are from elementary-grade science texts. Science words pose pronunciation and spelling challenges to many students. Be sure to review key words before independent reading assignments.

GENERAL SCIENCE

absorb
accurate
apply
astronaut
astronomer
atmosphere
atom
balance
barometer
boil
calcium
carbon dioxide
Celsius
census
centimeter
chemical
chemical change
chemical symbol
chemistry
chlorine
classify
climate
cloud
community
compass
compound
condense
constellation
continent
contract
control
convection
core
crust
decay
decompose
degree
desert

dew
dissolve
earth
eclipse
environment
equator
erosion
evaporate
evidence
expand
Fahrenheit
filament
flood
flow
fog
frost
fuel
funnel
gas
geyser
glacier
hail
heat
hemisphere
horizon
humus
hurricane
iceberg
image
jet
lava
liquid
mantle
marble
matter
melting point
mercury

meteor
meter
metric
microscope
mineral
model
moisture
molecule
moon
natural resource
nucleus
orbit
outlet
oxygen
periodic
planet
pollute
predict
preserve
property
prove
pure
radiant
rainfall
range
recycle
response
ridge
satellite
scale
season
sediment
sedimentary
series
smog
solid
solution
space

starch
stimulus
surface
system
temperature
thermometer
thunder
tides
transparent
variable
volcano
water vapor

LIFE SCIENCE

abdomen
adaptation
algae
amoeba
amphibian
ancestor
backbone
bacteria
behavior
blood vessels
breathe
capillary
carbohydrate
cartilage
cell
chlorophyll
circulation
diaphragm
digestion
dinosaur
disease
ear
eardrum

earthworm
egg
embryo
esophagus
extinct

fat
fern
fertile
fertilizer
flower
food chain
fossil
fruit

gills
grain

habitat
hatch
hibernate

incisor
infection
insect
instinct

joint

larva
leaf
lens
lungs

mammal
marine biologist

membrane
molar
mold
muscle

nerves

optical
organ
organism
ovary

paramecium
parasite
pesticide
physical
plankton
pollen
population
predator
prescribe
prey
produce
protein
protozoan
pulse
pupa
pupil

red blood cell
reproduction
reptile
retina
rib
root

saliva
seed
senses
skeleton
skin
sperm
spinal
spore
stem
stomach
survive

taste
tendon
terrarium
treatment

vein
vitamin

PHYSICAL SCIENCE

air current
air pressure

battery

circuit
concave
conductor
constant
convex
current

density
distance

echo
electricity
energy

focus
force
friction

gravity

insulate

length

magnet
mass
motion

pendulum
phase
pitch
power

rate
reflection
revolve

sound
switch

vibration

wave
weight



16. General Science Vocabulary—Intermediate

Our rapidly changing, high-tech world makes it necessary for every citizen to have an understanding of the principles of general science. These terms were selected from general science texts for grades six through eight.

air pressure	crystal	homogeneous	nucleic acid
algae	crystalline solid	host	nucleolus
alloy	cytoplasm	hypothesis	oil
amino acid	data	igneous	order
amorphous		inertia	ore
antibiotic		ingestion	organic compound
asexual reproduction		inland plains	organic rock
astronomy	division of labor	inorganic	osmosis
atomic mass	DNA	inorganic compound	ozone
atomic number	ductility	insoluble	permafrost
aurora	ecology	intrusive	petal
bacillus	ecosystem	invertebrate	phase
bacterium	electron	ion	pheromone
binomial	electron microscope	isotope	photosynthesis
nomenclature	element	jet stream	phylum
boiling	energy level	kingdom	physical change
boiling point	enzyme	larva	physical property
botany	epidermis	leaching	physics
Boyle's law	excretion	lichen	pistil
canine	family	life span	plains landscape
carnivore	fermentation	luster	plasma
cartilage	fertilization	magma	plateau landscape
catalyst	flammability	malleable	pollen
cell membrane	focus	marsupial	pollination
cell wall	food web	mass	population
Charles's law	fracture	meiosis	pore
chemical equation	freezing	metabolism	precipitation
chemical formula	freezing point	metamorphic	producer
chemical property	frond	metamorphosis	proton
chemical reaction	fungus	microbiology	protoplasm
chromosome	gem	migrate	pseudopod
cilium	genus	mitosis	quark
class	germination	mixture	reproduction
cleavage	glucose	Mohs hardness scale	respiration
coastal plains	gravity	mountain range	response
coefficient	ground water	multicellular	rhizoid
cold-blooded	hardness	mutualism	rhizome
competition	herbaceous	neutron	ribosome
compound	herbivore	niche	RNA
condensation	heterogeneous	nonmetal	scavenger
consumer	heterotroph	nuclear membrane	scientific method
continental glacier	homeostasis		
crop			

secondary waves	stalk	taxonomy	virus
seismic	stamen	tissue	volume
seismograph	stoma	topsoil	warm-blooded
sexual reproduction	stratosphere	toxin	water table
slime mold	streak	unicellular	weathering
solubility	subatomic particle	valley glacier	zoology
soluble	sublimation	vaporization	
solute	subscript	variable	
solvent	subsoil	venom	
species	suspension	vertebrate	
spontaneous	symbiosis		
generation			



17. Life Science Vocabulary—Intermediate

These life science terms will be found in texts for grades four through nine. Consider a lesson or two on science-related prefixes, suffixes, and root words. They will help word recognition and comprehension. Teach word variants when vocabulary is introduced. For example, when introducing **immune**, also teach: **immunity**, **immunize**, **immunology**.

acid rain	conservation	geothermal energy	microorganism
acquired immunity	cross-pollination	grassland	monoclonal
adrenal	cytoplasm	half-life	motor neuron
agar	deciduous forest	hallucinogen	multiple allele
alcoholism	dendrite	hazardous waste	multicellular
allele	depletion	hemoglobin	muscle tissue
allergy	depressant	hemophilia	mutation
anaphase	dermis	homologous	natural immunity
anatomy	desert	hormone	natural resource
antibody	diatom	hybrid	natural selection
antigen	digestive system	hypertension	nerve impulse
aorta	division of labor	hypothalamus	nerve tissue
artery	dominant	hypothesis	nervous system
atrium	drug	immune	nonrenewable
autonomic nervous system	drug abuse	immunity	resource
benign	ecological succession	inbreeding	nuclear energy
binary fission	ecology	incomplete	nuclear fission
biome	ecosystem	dominance	nuclear fusion
biotechnology	effector	incubate	nutrient
bronchus	embryology	infectious disease	omnivore
calorie	endangered species	inflammation	opiate
cancer	endocrine system	inhale	order
carcinogen	epiglottis	interferon	organelle
cardiac muscle	erosion	interphase	organ system
cardiovascular	estrogen	invertebrate	osmosis
cellulose	evaporation	kidney	ossification
central nervous system	evolution	large intestine	ovary
cerebellum	exhale	larynx	over-the-counter drug
cerebrum	exocrine gland	ligament	ovulation
chloroplast	extinction	liver	pancreas
cholesterol	Fallopian	lymph	parathyroid
chronic disorder	feedback mechanism	malignant	pasteurization
circulatory system	fetus	marrow	peripheral
classification	formula	medulla	peristalsis
colorblindness	fossil	menopause	petroleum
communicable	fossil fuel	menstruation	physical dependence
disease	gene	metabolism	pituitary
coniferous forest	genetic engineering	metamorphosis	plasma
connective tissue	genetics	metaphase	plasmid
	genotype		platelet

pollution
pore
prescription drug
primate
probability
prophase
psychological
dependence
puberty
punctuated
equilibrium
radioactive dating
radioactive material
receptor
recessive
recombinant DNA
reflex
regeneration
renewable resource

replication
reproductive system
respiratory system
retina
savanna
sedimentary rock
self-pollination
sensory neuron
sex chromosome
sex-linked trait
sexual reproduction
skeletal muscle
small intestine
smog
smooth muscle
solar energy
species
sperm
sphygmomanometer

spinal cord
stimulant
stoma
symbiosis
symptom
synapse
taiga
telophase
temperature
inversion
testosterone
theory
thyroid
tolerance
toxic
toxin
trachea
trait
transfusion

transpiration
tropical rain forest
tumor
tundra
urea
urethra
urinary bladder
uterus
vaccine
valve
variation
ventricle
vertebra
virus
vocal cord
white blood cell
zygote



18. Physical Science Vocabulary—Intermediate

These terms are basic to the study of energy, movement, light, and work in intermediate and high school grades. When reviewing them with students, be sure to point out tricky spellings or pronunciations.

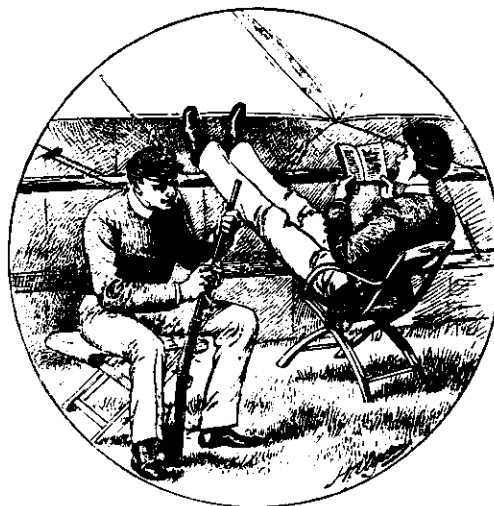
absolute zero	diffuse	half-life
acceleration	dilute solution	halogen
acoustics	dimensional analysis	heat transfer
alternating current (AC)	diode	hertz
ampere	direct current (DC)	heterogeneous
amplify	dissociation	hologram
amplitude	distillation	holography
angle of incidence	Doppler effect	homogeneous
angle of reflection	double-replacement reaction	horsepower
Archimedes' principle	drag	hydrocarbon
Bernoulli's principle	dry cell	hydroelectric
binding energy	efficiency	illuminate
Boyle's law	effort	incandescent
Brownian motion	electric charge	incident wave
buoyancy	electric current	inclined plane
calorie	electrochemical cell	index of refraction
calorimeter	electrode	indicator
centripetal acceleration	electrolyte	induction
chemical bonding	electromagnetic energy	inert
chemical energy	electromagnetic force	infrared ray
chemical equation	electron-dot diagram	insoluble
circuit breaker	endothermic	intensity
collision theory	energy conversion	interference
combustion	evaporation	invisible spectrum
compression	exothermic	ionic bonding
concave	fiber optics	ionization
concentrated solution	fluid friction	isomer
condensation	fluorescent	joule
condenser coil	focal length	Kelvin scale
conduction	focal point	kinetic
constant speed	force of attraction	laser
constructive interference	force of repulsion	law of conservation of energy
conversion factor	Freon	law of conservation of mass
convex	frequency	law of conservation of momentum
corrosion	fulcrum	laws of motion
covalent bonding	fuse	law of reflection
crest	galvanometer	law of universal gravitation
crystal lattice	gamma ray	lever
deceleration	Geiger counter	lift
decomposition reaction	generator	lubricant
destructive interference	geothermal energy	
diffraction	grounding	

machine	piston	specific gravity
magnetic field	polarity	standing wave
magnetism	polarized light	static electricity
mechanical advantage	polymer	structural formula
mechanical energy	potential energy	subatomic particle
meniscus	power	sublimation
metallic bond	precipitate	supersaturated
modulation	pressure	synthesis reaction
molecule	primary coil	synthetic element
momentum	product	
	projectile	temperature inversion
natural frequency	proton	temporary magnet
neon	pulley	terminal velocity
neutralization		thermal expansion
noble gas	quality	thermocouple
node	quark	thermostat
nuclear chain reaction		thrust
nuclear energy	radar	tidal power
nuclear fission	radiation	transistor
nuclear fusion	radioactivity	translucent
nuclear waste	radio wave	transmutation
	refraction	transverse wave
ohm	reactant	trough
Ohm's law	reflected wave	
opaque	refraction	ultrasonic
orbital motion	resistance	ultraviolet ray
oxidation number	resonance	
	reverberation	valence electron
parallel circuit	rolling friction	velocity
particle accelerator		viscosity
periodic law	saturated	visible spectrum
permanent magnet	screw	voltage
phase change	semiconductor	
photoelectric effect	series circuit	watt
photon	single-replacement reaction	wavelength
photovoltaic cell	sliding friction	wedge
physical change	slope	wet cell
physical property	solar energy	wheel and axle
physics	sonar	work

19. Social Studies Vocabulary—Elementary

Students in grades three through five will encounter these words. Younger students will benefit from frequent pronunciation and spelling review of the more “difficult” words.

adobe	consulate	labor	Parliament
age	consumer	law	passage
American Revolution	contiguous United States	legal	patriot
ancestors	continents	local	peasant
ancient	convention	majority	peon
appointed	convert	manufacture	pilgrim
archaeologists	cotton gin	mayor	pioneer
archaeology	country	militia	plantation
armada	craftsmen	minimum	political party
artifact	Declaration of Independence	minority	population
astronaut	democracy	minutemen	poverty
authority	discover	missionary	president
barbarian	discovery	mosque	property
barter	document	museum	Puritans
bicentennial	election	Native American	religion
bill	expedition	New World	represent
Bill of Rights	explore	nobles	Revolutionary War
boundary	explorer	northwest passage	rule
cabinet	factory	official	rural
campaign	fleet	opinion	satellite
candidate	foreign	opportunity	Senate
capital	fossil	opposed	settlements
capitol	founded	oral history	shortage
census	freedom	Oregon Trail	slave state
century	frontier	organization	slavery
charter	ghetto		
checks and balances	goods		
chronological order	government		
citizen	governor		
city	group		
civil	growth		
civil rights	heritage		
civil war	history		
civilization	housing		
colony	illegal		
commerce	immigrant		
communities	invention		
compromise	knowledge		
Congress			
conquer			
conquistador			
Constitution			



slum
social scientist
society
space shuttle
Sputnik
St. Augustine
state
strike
suburbs

term
territory
time line
town meeting
trade
traditional
trails
treaty
trial

tribes
troops
truce
union
unite
United Nations
urban
urban blight
urban renewal

veteran
violence
volunteer
voyage
wages
warfare
wilderness
worship



20. Social Studies Vocabulary—Intermediate

The heart of any good story is the link between its characters and the events. A good idea is to focus social studies reading on people and how their lives were touched by the events of history. Details will be remembered, if the story telling was superb. This list was taken from social studies texts, grades four through eight. Many of these words are also basic in secondary school texts.

abolish	caucus	desegregation	foreign policy
abolitionist	Central Powers	dictator	fossil fuels
absolute monarchy	cold war	dictatorship	free enterprise
administration	collective bargaining	diplomat	Free World
affluent	collective farm	disarmament	
AFL-CIO	colonialism	discrimination	graduated income tax
aggressor	colonization	dissent	grandfather clause
agribusiness	Committees of	divine right	granges
alien	Correspondence	divorce	gross national product
alliance	commodity exchange	draft	
Allied Powers	Common Market	duty	habeas corpus
ally	commonwealth	dynasty	homestead
amendment	communism		hostage
amnesty	competition	economy	House of
annex	concentration camps	elastic clause	Representatives
apartheid	Confederate States	electoral vote	humanitarian
apprentice	of America	emancipate	
aristocracy	confederation	Emancipation	illiteracy
armistice	conflicts	Proclamation	immigration
Articles of	conservative	embargo	impeach
Confederation	consumer goods	emigration	imperialism
assassinate	contraband	emperor	import
assembly	cooperative	empire	inaugurate
atomic energy	corporation	enforce	income
autocracy	credit	environment	indentured servant
automation	crisis	equality	independence
Axis Powers	crude oil	ethnic	industrial
	currency	excise	Industrial Revolution
balance of power	customs	executive	inflation
Bank of the United	czar	executive branch	initiative
States		exile	integration
birth rate	death rate	exploration	interchangeable parts
bloc	debate	export	invasion
blockade	debt		investigation
bonds	declaration	Far East	investment
boom	defense	fascism	Iron Curtain
boycott	delegates	favorable	Islam
bureaucracy	demand	Federal Reserve	isolationism
	demarcation	System	
capitalism	democrat	federalism	judicial branch
captains of industry	deposits	Federalist	judiciary
carpetbaggers	depression	filibuster	jury
			justice

Ku Klux Klan	nonviolence	public domain	reservations
labor union	North Atlantic	public opinion	reserves
laissez faire	Treaty Organization	public works	resign
Latin America	nuclear weapons	radicals	resolution
League of Nations	null and void	ratify	resources
legislative branch	occupied	ration	retreat
legislature	open housing laws	raw materials	revenue
liberal	oppression	reapportionment	revolt
life expectancy	Orient	rebellion	revolution
literacy	pacifists	rebels	riots
lockout	patent	recall	royalist
loyalist	patriotism	recession	ruins
mandate	Peace Corps	reconstruction	sabotage
Manifest Destiny	per capita income	recovery	sanction
manufacturing	persecute	referendum	satellite country
martial law	petition	reform	scandal
mass production	platform	Reformation	secede
Mayflower Compact	pocket veto	refugee	secession
megapolis	policy	regulation	secondary source
mercantilism	political process	relocation centers	sectionalism
merchant	politician	renewable resource	segregation
metropolis	politics	repeal	Selective Service Act
metropolitan area	poll tax	representative	senator
middle class	pollution	republic	seniority
Middle East	polytheism	republican	separation of powers
migrant	population density		
migratory farming	possessions		
military	postwar		
minority groups	preamble		
missile	precedent		
moderates	prehistoric		
monarchy	prejudice		
monopoly	primary		
monotheism	primary source		
Monroe Doctrine	prime minister		
Moslem	proclamation		
mother country	profit		
movement	progressive		
muckrakers	prohibit		
	prohibition		
	propaganda		
	prospector		
	protectorate		
	protest		
	Protestant		
	province		
	provision		



sharecropper
siege
smuggling
social security
socialist
sociology
sovereignty
Soviet
spoils system
standard of living
stock

stock market
strategy
surplus
surrender
survive
sweatshops
system
tariff
taxation
technology

terrorism
textile
theory
tolerance
totalitarian
traitor
transcontinental
treason
trend
triangular trade
tyranny

tyrant
unanimous
unconstitutional
underdeveloped
underground railroad
unskilled worker
veto
war hawks
welfare



21. Geography Vocabulary

The world in which we live is a fascinating place. Computers, satellite transmission, and changing boundaries have moved us into a global village. Growing cultural, economic and political ties to countries around the world increase the importance of students' knowledge of geography. Encourage students to become pen pals, or computer network links, with others across the globe. International student-exchange programs are sources for pen-pal information. The words listed here are from recently published middle-grade geography texts. How worldwise and wordwise are your students? Can they name and locate the major cities and other key geographic sites? These skills are part of the new world literacy.

agriculture	Compass Rose	east	foliage
alluvial	condensation level	eastern hemisphere	fossil
altitude	coniferous	eclipse	fuel
Antarctic Circle	continent	ecology	geologist
arable	continental divide	economy	geyser
archipelago	contour	elevation	glacier
Arctic Circle	cottage industry	environment	globe
arid	country	equal area map	goods
atmosphere	county	equator	grain
autonomy	crater	equinox	grasslands
axis	crop rotation	erosion	gravity
balance	crops	estuary	great circle
barren	crust	ethnic	Great Plains
basin	cultivation	evaporation	greenhouse effect
bay	cultural region	evergreen	grid
bayou	culture	export	gross national
belt	current	fathom	product
blizzard	customs	fault	growing season
boundary	cyclone	fertile	gulf
branch	dam	fiord	Gulf Stream
broadleaf	data	flash flood	harbor
canal	death rate	flood plain	harvest
canyons	deciduous		
cape	degree		
capital	delta		
cartographer	density		
cash crop	desert		
census	developing nation		
central	dew point		
city	diversity		
cliff	doldrums		
climate	domestic		
coast	drought		
commercial	dust bowl		
communal	dust storm		
community	earth		
compass	earthquake		



hemisphere	marsh	plateau	standard of living
highlands	mass	polar	steppe
hinterlands	meadow	polar map	strait
horizon	megalopolis	pollution	subtropical
humidity	Mercator map	population density	suburb
hurricane	meridian	port	supply
hydroelectric	mesa	prairie	surplus
	metropolitan area	precipice	survey
ice cap	moderate	precipitation	swamp
iceberg	monsoon	Prime Meridian	
import	moraine		tableland
income	mountain	rain forest	technology
industry	mouth of a river	rainfall	temperature
inland		range	tidal wave
inlet	nation	rapids	tide
International Date	nationalism	raw materials	tidewater
Line	nationality	reef	timberline
international waters	native	refinery	time line
irrigation	natural resources	region	topography
island	navigable	relief	topsoil
isolated	navigation	relief map	trade
isthmus	neighborhood	religion	tributary
	neutral	renewable resource	tropic
jet stream	nomad	reservoir	Tropic of Cancer
jungle	nonrenewable	resort	Tropic of Capricorn
	resource	resources	tundra
lagoon	North Pole	river	typhoon
lake		rotation	
landlocked	oasis	route	universal
latitude	occidental	rural	urban
lava	ocean		
legend	ocean current	savannah	valley
levee	oceanography	scale	vast
level	orbit	scale of miles	vegetation
life expectancy	outback	sea	vertical
lines of latitude	overpopulation	sea level	vital statistics
lines of longitude		season	volcano
literacy	parallel	sediment	
longitude	pasture	seismograph	water power
lowlands	peak	semiarid	watershed
	peninsula	silt	weather
mainland	petroleum	smog	Western Hemisphere
manufacture	physical map	solar	wharf
map	plain	South Pole	whirlpool
marine	planet	sphere	wilderness
marine climate			zone

CONTINENTS

	Area in sq. mi.	Area in sq. km.
Asia	10,428,300	27,009,297
Africa	11,647,720	30,167,594
North America	8,430,730	21,835,591
South America	6,839,890	17,715,315
Europe	1,879,810	4,868,708
Antarctica	14,000,000	36,260,000
Australia	2,967,900	7,686,861

WORLD'S LARGEST URBAN AREAS IN 1990

Urban Area, Country	Population
Tokyo-Yokohama, Japan	26,952,000
Mexico City, Mexico	20,207,000
Sao Paulo, Brazil	18,052,000
Seoul, Korea	16,268,000
New York, United States	14,622,000
Osaka-Kobe-Kyoto, Japan	13,826,000
Bombay, India	11,777,000
Calcutta, India	11,663,000
Buenos Aires, Argentina	11,518,000

RELIGIONS OF THE WORLD

Christianity	1,548,500,000	32.4%
Islam	817,000,000	17.1
Hinduism	647,500,000	13.5
Buddhism	295,600,000	6.2
Judaism	17,800,000	0.4
regional/tribal	437,200,000	9.1
non-religious or atheist	1,026,400,000	21.3
	4,781,200,000	100.0

WORLD OCEANS

	Area in sq. mi.	Area in sq. km.
Pacific Ocean	63,800	165,250

Includes:

South China Sea
 Sea of Okhotsk
 Bering Sea
 Sea of Japan
 East China Sea
 Yellow Sea

Atlantic Ocean	31,830	82,440

Includes:

Arctic Ocean*
 Caribbean Sea
 Mediterranean Sea
 Norwegian Sea
 Gulf of Mexico
 Hudson Bay
 Greenland Sea
 North Sea
 Black Sea
 Baltic Sea

Indian Ocean	28,360	73,440

Includes:

Arabian Sea
 Bay of Bengal
 Red Sea



*Considered a marginal sea because of its small size; (5,400 sq. mi., 14,090 sq. km.).

MAJOR RIVERS OF THE WORLD

Name	Length Miles	Length km	Continent
Nile	4,145	6,673	Africa
Amazon	4,000	6,440	South America
Yangtze (Changjiang)	3,720	5,989	Asia
Yenisei-Angara	3,650	5,877	Asia
Amur-Argun	3,590	5,780	Asia
Ob-Irtysh	3,360	5,410	Asia
Plata-Parana	3,030	4,878	South America
Hyang He (Yellow)	2,903	4,674	Asia
Congo (Zaire)	2,900	4,669	Africa
Lena	2,730	4,395	Asia
MacKenzie	2,635	4,242	North America
Mekong	2,600	4,186	Asia
Niger	2,600	4,186	Africa
Missouri	2,533	4,078	North America
Mississippi	2,348	3,780	North America

LARGE U.S. CITIES 1990**U.S. Cities—Rank**

1 New York, NY	26 Nashville-Davidson, TN	42 Austin, TX
2 Chicago, IL	27 St. Louis, MO	43 Oakland, CA
3 Los Angeles, CA	28 Kansas City, MO	44 Albuquerque, NM
4 Philadelphia, PA	29 El Paso, TX	45 Tucson, AZ
5 Houston, TX	30 Atlanta, GA	46 Newark, NJ
6 Detroit, MI	31 Pittsburgh, PA	47 Charlotte, NC
7 Dallas, TX	32 Oklahoma City, OK	48 Omaha, NE
8 San Diego, CA	33 Cincinnati, OH	49 Louisville, KY
9 Baltimore, MD	34 Fort Worth, TX	50 Birmingham, AL
10 San Antonio, TX	35 Minneapolis, MN	51 Wichita, KS
11 Phoenix, AZ	36 Portland, OR	52 Sacramento, CA
12 Honolulu, HI	37 Long Beach, CA	53 Tampa, FL
13 Indianapolis, IN	38 Tulsa, OK	54 St. Paul, MN
14 San Francisco, CA	39 Buffalo, NY	55 Norfolk, VA
15 Memphis, TN	40 Toledo, OH	56 Virginia Beach, VA
16 Washington, DC	41 Miami, FL	57 Rochester, NY
17 San Jose, CA		
18 Milwaukee, WI		
19 Cleveland, OH		
20 Columbus, OH		
21 Boston, MA		
22 New Orleans, LA		
23 Jacksonville, FL		
24 Seattle, WA		
25 Denver, CO		



U.S. Cities—Rank

58 Akron, OH	73 Yonkers, NY	87 Chattanooga, TN
59 St. Petersburg, FL	74 Des Moines, IA	88 Columbus, GA
60 Corpus Christi, TX	75 Knoxville, TN	89 Las Vegas, NV
61 Jersey City, NJ	76 Grand Rapids, MI	90 Salt Lake City, UT
62 Anaheim, CA	77 Montgomery, AL	91 Worcester, MA
63 Baton Rouge, LA	78 Lubbock, TX	92 Warren, MI
64 Richmond, VA	79 Anchorage, AK	93 Kansas City, MO
65 Fresno, CA	80 Fort Wayne, IN	94 Arlington, TX
66 Colorado Springs, CO	81 Lincoln, NE	95 Flint, MI
67 Shreveport, LA	82 Spokane, WA	96 Aurora, CO
68 Lexington-Fayette, KY	83 Riverside, CA	97 Tacoma, WA
69 Santa Ana, CA	84 Madison, WI	98 Little Rock, AR
70 Dayton, OH	85 Huntington Beach, CA	99 Providence, RI
71 Jackson, MS	86 Syracuse, NY	100 Greensboro, NC
72 Mobile, AL		



SECTION III

Word Groups



22. Synonyms

Synonyms are words that have similar meanings. Dictionaries often use synonyms in their definitions. There are whole books of synonyms and special reference works, such as the thesaurus, that have clusters of words or phrases, all with similar meanings. These are particularly useful in finding just the right word when writing.

able – capable – competent
abrupt – sudden – hasty
achieve – accomplish – attain
add – total – sum up
after – following – subsequent
aim – purpose – goal
all – every – entire
allow – permit – grant
anger – rage – fury
answer – response – reply
arrive – reach – get to
ask – question – interrogate
astonish – surprise – amaze

back – rear – behind
bear – endure – tolerate
before – prior to – in front of
begin – start – initiate
below – under – beneath
birth – origin – genesis
border – edge – margin
bother – annoy – pester
boy – lad – youth
brave – courageous – daring
bulge – swell – protrude
busy – occupied – engaged

call – shout – yell
calm – composed – serene
car – auto – vehicle
carry – tote – lug
careful – cautious – prudent
change – vary – alter
charm – fascinate – enchant
cheat – deceive – swindle
children – youngsters – tots
city – borough – town
close – shut – seal
consent – agree – acquiesce
continue – persevere – persist
country – nation – state
cure – heal – restore

danger – peril – hazard
decrease – lessen – diminish

defect – flaw – blemish
delay – postpone – procrastinate
different – varied – diverse
disaster – calamity – catastrophe
divide – separate – split
during – while – at the same time
dwell – live – reside

eat – consume – devour
effort – exertion – endeavor
end – finish – complete
energy – power – strength
enough – adequate – sufficient
error – mistake – fallacy
explain – expound – elucidate

faith – trust – reliance
fat – plump – stout
fetch – bring – retrieve
find – locate – discover
fix – repair – mend
flat – level – flush
food – nourishment – sustenance
form – shape – make up
fragile – delicate – breakable
freedom – independence – liberty
frequent – often – many times

gay – lively – vivacious
gift – present – donation
give – grant – hand over
glum – morose – sullen
go – leave – depart
grateful – appreciative – thankful
great – grand – large
grow – mature – develop

happy – glad – joyous
have – own – possess
hard – difficult – troublesome
hate – detest – despise
heal – mend – cure
help – aid – assist
hide – conceal – secrete
high – tall – lofty

hold – grasp – clutch
hurry – rush – accelerate

idea – thought – concept
ill – sick – indisposed
income – revenue – earnings
injure – wound – hurt

job – work – occupation
junk – rubbish – waste
just – fair – right

keep – hold – retain
key – answer – solution
kind – considerate – helpful
kill – slaughter – murder

large – big – enormous
last – endure – persist
late – tardy – delayed
learn – acquire – understand
leave – depart – go away
like – enjoy – be fond of
listen – hear – attend
little – small – petite
long – lengthy – drawn out
look – glance – see

mad – crazy – insane
make – build – construct
many – multitudinous – numerous
marvelous – wonderful – extraordinary
mean – stand for – denote
mend – repair – restore
method – way – manner
might – may – perhaps
mistake – error – blunder
move – transport – propel

name – title – designation
near – close by – in the vicinity
need – require – want
new – fresh – recent
noise – uproar – clamor
novice – beginner – learner

occur – happen – take place
often – frequently – repeatedly
omit – delete – remove
one – single – unit
old – aged – ancient
open – unlock – unseal

ornament – decoration – adornment
outlive – survive – outlast

page – sheet – leaf
pain – ache – hurt
pair – couple – duo
pardon – forgive – excuse
part – portion – piece
peak – summit – top
people – public – populace
play – frolic – romp
praise – acclaim – applaud
primary – chief – principal
prohibit – forbid – restrict
put – place – locate

raid – attack – invade
reckless – careless – rash
remote – distant – secluded
renew – restore – revive
respect – honor – revere
revise – alter – correct
right – correct – proper

say – state – remark
seem – appear – look
sell – vend – market
shame – humiliation – mortification
sorry – regretful – penitent
speed – haste – hurry
start – begin – commence
stop – halt – end
story – tale – account
show – demonstrate – display
still – unmoving – silent
strength – power – energy
supply – provide – furnish
surpass – exceed – outdo

take – grab – seize
tense – taut – rigid
terrify – frighten – alarm
thanks – gratitude – appreciation
thaw – melt – dissolve
thief – robber – crook
thin – slender – slim
think – reflect – contemplate
time – period – season
timid – fearful – cowardly
tiny – small – diminutive

trial – test – experiment
 try – attempt – endeavor
 turn – revolve – pivot
 true – faithful – loyal

ugly – homely – plain
 understand – comprehend – discern
 unify – consolidate – combine
 uproar – tumult – pandemonium
 urge – press – exhort
 use – operate – employ

vacant – empty – unoccupied
 value – worth – price

vast – huge – immense
 verify – confirm – substantiate
 victor – winner – champion

walk – stroll – saunter
 want – desire – crave
 waver – fluctuate – vacillate
 weak – feeble – impotent
 wealth – riches – fortune
 word – term – expression
 work – labor – toil
 world – globe – earth
 write – record – draft

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See also List 23, Antonyms; List 24, Analogies; List 25, Similes and List 26, Metaphors.

23. Antonyms

Antonyms are words that mean the opposite or nearly the opposite of each other for one meaning. Both synonyms and antonyms are often used in tests and language drills.

above – below
absent – present
accident – intent
accomplishment – failure
achieve – fail
add – subtract
adjacent – distant
admire – detest
admit – reject
adore – hate
advance – retreat
affirm – deny
afraid – confident
after – before
aid – hinder
alarm – comfort
alert – asleep
alive – dead
allow – forbid
alone – together
amateur – professional
amuse – bore
ancient – modern
annoy – soothe
answer – question
apparent – obscure
argue – agree
arrive – depart
arrogant – humble
ascend – descend
attack – defend
attract – repel
awake – asleep
awkward – graceful

back – front
bad – good
bare – covered
beautiful – ugly
before – after
bent – straight
better – worse
big – little
birth – death

bitter – sweet
black – white
blunt – sharp
body – soul
bold – timid
bottom – top
brave – cowardly
break – repair
brief – long
bright – dull
bring – remove
boy – girl
busy – idle
buy – sell

capture – release
cause – effect
cautious – careless
center – edge
change – remain
cheap – expensive
child – adult
chilly – warm
clean – dirty
close – open
cold – hot
command – obey
complex – simple
compliment – insult
constant – variable
continue – interrupt
cool – warm
copy – original
countrymen – foreigner
crazy – sane
crooked – straight
cruel – kind
cry – laugh
curse – bless

damage – improve
dark – light
dawn – sunset
day – night

deep – shallow
destroy – create
difficult – easy
dim – bright
divide – unite
doubt – trust
drunk – sober
dull – sharp
dumb – smart

earth – sky
east – west
easy – hard
elementary – advanced
end – begin
even – odd
evening – morning
evil – good
exceptional – common
expand – shrink

fail – pass
failure – success
false – true
famous – unknown
fancy – plain
fast – slow
fat – thin
fiction – fact
find – lose
finish – start
firm – flabby
fix – break
follow – lead
forgive – blame
forward – backward
free – restricted
fresh – stale
friend – enemy
funny – sad
full – empty

gain – lose
generous – stingy
gentle – harsh

get – give
 give – receive
 glad – sad
 gloomy – cheerful
 glossy – dull
 go – come
 gorgeous – ugly
 great – small
 greed – generous
 grief – joy
 ground – sky
 guard – attack
 guess – know

handsome – ugly
 happy – sad
 hard – soft
 hate – love
 he – she
 head – foot
 heal – infect
 healthy – sick
 heaven – hell
 heavy – light
 height – depth
 help – hinder
 hero – coward
 high – low
 hill – valley
 him – her
 hire – fire
 his – hers
 hot – cold
 horrible – pleasant
 huge – tiny
 hurry – slow
 hurt – help

idle – active
 in – out
 individual – group
 innocent – guilty
 inside – outside
 intelligent – stupid

jolly – serious
 joy – sadness

keep – lose
 kind – cruel
 knowledge – ignorance

large – small
 last – first
 laugh – cry
 leading – following
 leave – arrive
 left – right
 less – more
 let – prevent
 level – uneven
 lie – truth
 life – death
 like – dislike
 likely – unlikely
 liquid – solid
 little – big
 lively – inactive
 lonely – crowded
 long – short
 loose – tight
 lost – found
 loud – soft
 love – hate

maintain – discontinue
 major – minor
 make – destroy
 male – female
 man – woman
 many – few
 marvelous – terrible
 mature – immature
 melt – freeze
 mess – tidiness
 miscellaneous – specific
 mistake – accuracy
 mix – separate
 moist – dry
 more – less
 most – least
 mother – father
 move – stay

naive – sophisticated
 nasty – nice
 near – far
 never – always
 new – old
 no – yes
 nobody – everybody
 noise – quiet

none – all
 north – south
 nothing – something
 now – then

obese – thin
 obvious – hidden
 odd – even
 offend – please
 offer – refuse
 often – seldom
 old – young
 on – off
 one – several
 ordinary – uncommon
 other – same
 over – under

pacify – agitate
 pain – pleasure
 panic – calm
 part – whole
 partial – complete
 particular – general
 pass – fail
 passive – active
 peace – disturbance
 perceive – ignore
 permanent – unstable
 permit – refuse
 pessimistic – optimistic
 physical – spiritual
 place – misplace
 plain – fancy
 play – work
 plentiful – sparse
 plump – thin
 polish – dull
 polite – rude
 pollute – purify
 poor – rich
 positive – negative
 powerful – weak
 praise – criticism
 preceding – following
 present – absent
 pretty – ugly
 prevent – encourage
 pride – modesty
 private – public

problem – solution	short – long	there – here
profit – loss	show – hide	thin – thick
prohibit – allow	shy – trusting	thorough – incomplete
pupil – teacher	sick – healthy	thrifty – wasteful
push – pull	silence – sound	tidy – messy
quality – inferiority	single – married	tie – loosen
quick – slow	single – plural	timid – bold
quiet – noisy	sit – stand	to – from
quit – start	slave – master	together – apart
raise – lower	slender – fat	told – asked
random – specific	slow – fast	top – bottom
rapid – slow	small – large	toward – away
rare – common	soak – dry	tragic – comic
raw – cooked	sober – drunk	transform – retain
ready – unprepared	some – none	transparent – opaque
rear – front	something – nothing	triumph – defeat
reduce – increase	sorrow – gladness	true – false
regret – rejoice	sour – sweet	truth – lie
relax – tighten	speechless – talkative	ultimate – primary
remember – forget	spend – earn	union – separation
repair – destroy	stale – fresh	unique – common
retain – lose	start – stop	up – down
revenge – forgiveness	started – finished	upset – stabilize
ridiculous – sensible	stay – leave	urge – deter
right – wrong	steal – provide	vacant – full
rigid – flexible	sterile – fertile	vague – definite
rise – sink	stiff – flexible	vanish – appear
rough – smooth	still – moving	vast – limited
rude – polite	stingy – generous	vertical – horizontal
sad – happy	stop – go	villain – hero
same – different	stranger – friend	visitor – host/hostess
satisfy – displease	strength – weakness	waive – require
secluded – public	student – teacher	wake – sleep
segregate – integrate	sturdy – weak	wealth – poverty
seldom – often	sunrise – sunset	weep – laugh
sell – buy	superb – inferior	well – badly
send – receive	supple – rigid	wet – dry
sensational – dull	survive – die	white – black
servant – master	suspect – trust	wild – tame
shack – palace	take – give	win – lose
shade – light	tall – short	with – without
shame – honor	tame – wild	worship – detest
sharp – dull	teach – learn	worth – uselessness
she – he	temporary – permanent	wreck – create
	thaw – freeze	

See also List 22, Synonyms.

24. Analogies

Analogies are used for teaching and testing. The key is to determine the relationship of the first pair of words and then find a second pair of words that has the same relationship. For example, "in" is to "out" as "hot" is to "_____"? (In the notation used below, this is written: "in : out :: hot : _____.") Since "out" is the opposite of "in," the answer is "cold," which is the opposite of "hot." Below are some common types of analogies and several examples for each.

Antonyms

win : lose :: stop : start
much : little :: early : late

Synonyms

small : little :: big : large
own : possess :: find : locate

Object – Action

ear : hear :: mouth : speak
dog : bark :: bird : chirp

Part – Whole

finger : hand :: page : book
room : house :: branch : tree

Use

chair : sit :: bed : sleep
kettle : soup :: griddle : pancakes

Cause and Effect

tired : sleep :: hungry : eat
work : success :: study : learn

Numerical Relationships

three : six :: four : eight
two : three :: five : six

Sequence

breakfast : lunch :: morning : afternoon
pour : drink :: cook : eat

Degree

pretty : beautiful :: warm : hot
intelligent : brilliant :: star : super star

Object – Description

silk : smooth :: sandpaper : rough
snow : cold :: sun : hot

Grammar

she : her :: he : him
eat : ate :: sleep : slept

Place

bear : den :: bee : hive
bird : sky :: fish : sea

Object – Class

blue : color :: round : shape
dog : animal :: carrot : vegetable

Member – Group

fish : school :: student : class
professor : faculty :: sister : sorority

Object – User

hammer : carpenter :: pen : writer
bat : baseball player :: whistle : referee

MORE ANALOGIES

mother : aunt :: father : uncle
car : driver :: plane : pilot
green : color :: cinnamon : spice
coffee : drink :: hamburger : eat
arrow : bow :: bullet : gun
ceiling : room :: lid : pan
page : book :: Ohio : U.S.
glove : hand :: boot : foot
swim : pool :: jog : road
meat : beef :: fruit : apple
date : calendar :: time : clock
carpenter : house :: composer : symphony
soldier : regiment :: star : constellation
duck : drake :: bull : cow
cells : skin :: bricks : wall
paw : dog :: fin : fish
moon : earth :: earth : sun
tree : lumber :: wheat : flour
library : books :: cupboard : dishes
princess : queen :: prince : king
story : read :: song : sing
length : weight :: inches : pounds
one : three :: single : triple
blind : deaf :: see : hear
wrist : hand :: ankle : foot
engine : go :: brake : stop
glass : break :: paper : tear
book : character :: recipe : ingredient
sing : pleased :: shout : angry
penny : dollar :: foot : yard
cabin : build :: well : dig
temperature : humidity :: thermometer : hygrometer
left : right :: top : bottom
easy : simple :: hard : difficult

25. Similes

A simile is a figure of speech that uses the word “as” or “like.” Figures of speech are used like adjectives or adverbs. They modify or describe a person, place, thing, or action with a colorful and often visual term or phrase. Creative writers and poets make good use of these. The following are frequently used similes.

SIMILES USING “AS”

as bright as the noonday sun
as busy as a bee
as clear as a bell
as clear as day
as clear as the nose on your face
as cool as a cucumber
as certain as death and taxes
as cold as ice
as comfortable as an old shoe
as cute as a button
as cuddly as a baby
as dark as night
as deaf as a doorpost
as dry as a bone
as deep as the ocean
as fat as a pig
as flat as a pancake
as fresh as dew
as innocent as a newborn baby
as green as grass
as hard as rock
as hard as nails
as happy as a lark
as hungry as a bear
as loud as thunder
as light as a feather
as lovely as a rose
as meek as a lamb
as quick as a wink
as quiet as a mouse
as rough as sandpaper
as smooth as glass
as strong as an ox
as soft as old leather
as sly as a fox
as stubborn as a mule

as smart as a whip
as soft as silk
as skinny as a rail
as slow as molasses in January
as stiff as a board
as sweet as honey
as white as new fallen snow

SIMILES USING “LIKE”

acts like a bull in a china shop
eat like it's going out of style
eat like a pig
chatters like a monkey
cry like a baby
cheeks like roses
drinks like a fish
eats like a bird
eyes like stars
feel like two cents
fits like a glove
fought like cats and dogs
laugh like a hyena
moves like a snail
run around like a chicken with its head
cut off
run like a deer
sing like a bird
slept like a log
stood out like a sore thumb
sit there like a bump on a log
spoke like an orator
sparkled like diamonds
walk like an elephant
work like a dog
waddle like a duck
works like a charm

See also List 28, Common Word Idioms; List 80, Descriptive Words; and List 26, Metaphors.

26. Metaphors

Metaphors are figures of speech that compare two things, but do not use the words “like” and “as.” These colorful phrases are used like adverbs or adjectives to describe persons, places, things, or actions. Students must learn not to take them literally but to enjoy their use. This is not an exhaustive list, but it might be just enough to get a lesson or an essay started. See List 27, Idiomatic Expressions, for additional metaphors.

Ann is a walking encyclopedia.
John’s head is a computer.
Jealousy is a green-eyed monster.
That car is an old dinosaur.
Her porcelain skin is flawless.
She’s a regular adding machine.
He is faster than a streak of lightning.
A fossil of a man greeted us at the door.
Use kid gloves when handling this.
Skip is a clown.
Her heart is a fountain of kindness.
The mountain of paperwork seemed to grow.
His heart is an iceberg.
The army of ants attacked the fallen lollipop.
Tom is a marionette; his brother Bill works the strings.
She is the shining star in his dark, dreary life.
He is a snail when it comes to getting his work done.
Mr. Mather’s bark is worse than his bite.
The toddler was a clinging vine near his mother.
His books were steamships and starships taking him to new worlds.
His new car turned out to be a lemon.
She was thunderstruck when she learned she had won.
He’s top banana where he works.
The police were determined to get to the bottom of the mystery.
When her mother died, she shouldered the burden of raising the children.
I’m a real chicken when it comes to getting an injection.
At night my bedroom is a real icebox.
When my mother saw how poor my grades were, she gave me a real tongue lashing.
When I was lost in the woods, the branches of the trees became hands reaching out to grab me.
By the time she finished her first day at work, she was dead tired.
His stomach was a bottomless pit.
The night was growing old, and there was still so much to be done.
My grandmother is very broad-minded about most things.
He turned thumbs down at the idea of moving to a new town.

27. Idiomatic Expressions

Idiomatic expressions cannot be understood from the literal meanings of their words. Instead, these colorful phrases must be “translated.” Idiomatic expressions are used often in conversation and informal writing; however, most are not suitable for formal writing. Students who are learning the English language find idiomatic expressions particularly troublesome. Teach the expressions just as you would teach single vocabulary words.

Kathryn *caught a cold* during vacation.
Fred put the old papers in the *circular file*.
Gloria and Camille *don't see eye to eye* on everything.
Carla has always been *afraid of her own shadow*.
David finished the project *ahead of time*.
It *cost an arm and a leg* to get the VCR fixed.
Willie was *asleep at the switch* and missed his chance.
Nobody likes a *backseat driver*.
We need to *clear the air*.
I *got cold feet* when it was my turn to speak.
The cop told the man to *come clean*.
We each *coughed up* a dollar.
Jody hardly *cracked a book* all weekend.
Samantha was still *dead to the world* at noon.
Darin was *down in the dumps* all day.
Tell Gerry to *drop me a line*.
Alicia *drove a hard bargain*.
The math quiz was *duck soup*.
The price goes up *every time I turn around*.
His eyes *popped out* when he saw the bill.
Money *burns a hole in his pocket*.
We have a *fat chance* of getting done in time.
Lilly's head was *in the clouds*.
Christopher was *fishing for* the answer.
It takes Romeo *forever and a day* to get ready.
The party was *for the birds*.
I'd *give my right arm* to own a plane.
Steve's such a *good egg*.

The driver always *gets up with the chickens*.
Do you have any more *half-baked ideas*?
Debbie saw the *writing on the wall*.
Jennifer's new car *hugged the road*.
She's got *music in her blood*.
We're all *in the same boat*.
Keep your eye *on the ball* and you'll succeed.
Janet *lost her marbles* after the accident.
Sue tried to *mend her fences* before leaving.
Adam kept his nose *in a book* all afternoon.
His *days were numbered*.
She's *not playing with a full deck*.
Jason *has football on the brain*.
Lunch was *on the house*.
Ryan *got up on the wrong side of the bed*.
That book *really opened my eyes*.
The car *came out of nowhere* and hit the pole.
We got a long song *and dance* about the rules.
Christine *stole the spotlight*.
We need to *stick together*.
Well, doesn't that *take the cake*?
Lisa *took the rap* for the others.
Do you *get the picture*?
He didn't *know the ropes*.
Keep it under your hat.
She's been *walking on air* all day.
We're not *out of the woods* yet.
She *lost her temper* for no reason.
Straighten up the house before you leave.
Don't *get hung up* on the problem.
Joey's grandmother has a *green thumb*.
He quit smoking *cold turkey*.

See also List 80, Descriptive Words; and List 28, Common Word Idioms.

28. Common Word Idioms

Many idioms are formed around common words. Use this list as a starter for exploring American idioms.

all	all along, all at once, all but, all ears, all eyes, all hours, all in all, all out, all over, all set, all systems go, all there, all thumbs, all wet
back	back down, back out, back up, back and forth, back off, back street, backseat driver, back to the salt mines
beat	beat around the bush, beats all, beat down, beat it, beat the band, beat the bushes, beat someone to the punch, beat up
blow	blow a fuse, blow hot and cold, blow your own horn, blow out, blow one's mind, blow one's lines, blow over, blow the whistle, blow up, blow the lid off
break	break down, break in, break into, break one's promise, break out, break the ice, break the news, break up, break even, break ground, break one's heart, break one's neck, break through
bring	bring about, bring around, bring down the house, bring (something) home to one, bring home the bacon, bring in, bring off, bring on, bring one to do something, bring out, bring up
burn	burn one's bridges, burn one's fingers, burn out, burn rubber, burn the candle at both ends, burn the midnight oil, burn up
call	call a halt, call a spade a spade, call attention to, call for, call forth, call in, call names, call on, call out, call up, call a strike, call it quits, call it a day, call the shots, call to order
catch come	catch cold, catch fire, catch on, catch one's breath, catch one's eye, catch up come about, come again, come alive, come a long way, come back, come by, come clean, come across, come around, come down on, come in for, come into, come into your own, come off, come off it, come out, come to pass, come up, come up to, come upon, come-on, come over, come to, come through, come to think of it
cut	cut across, cut corners, cut in, cut out, cut someone out, cut out for, cut up, cut into, cut off, cut the mustard
do	do away with, do justice to, do for, do in, do someone proud, do out of, do up, do well by someone, do without, do the honors, do away with
eat	eat away, eat humble pie, eat crow, eat like a bird, eat like a horse, eat dirt, eat someone out of house and home, eat your heart out, eat your words, eat your hat, eat out of your hand, eat it up
fall	fall by the wayside, fall down, fall flat, fall for, fall in with, fall out, fall over each other, fall short, fall through, fall behind, fall back on, fall over backwards
get	get along, get at, get away with, get back at, get by, get carried away by, get even with, get in with, get into, get on, get on someone's nerves, get your back up, get someone's goat, get out of, get over, get the better of, get the hang of, get up, get wind of, get across, get ahead, get around to, get cracking, get lost, get off the ground, get one's feet wet, get the ax, get the show on the road, get up and go
give	give a damn, give away, give in, give of, give out, give up, give a hand, give oneself up, give up the ship

- go** go all out, go by, go down, go easy, go far, go for, go in for, go into, go off the deep end, go on, go one better, go out, go over, go to the dogs, go with, go without, go ahead, go back on a promise, go broke, go fly a kite, go haywire, go it alone, go like clockwork
- hang** hang around, hang on, hang out, hang up, hang in there, hang ten
- have** have it both ways, have it coming, have it in for someone, have it out with someone, have a heart, have had it, have it made
- hit** hit your stride, hit the books, hit the ceiling, hit the roof, hit the hay, hit the sack, hit the headlines, hit the high points, hit the nail on the head, hit upon, hit bottom, hit and run, hit it off, hit the road, hit the jackpot, hit the spot, hit the bull's eye
- hold** hold a candle to, hold forth, hold on, hold down, hold back, hold everything, hold your fire, hold out, hold up, hold the fort, hold your own
- keep** keep a straight face, keep company, keep on, keep your head, keep your head above water, keep your word, keep the pot boiling, keep the wolf from the door, keep up, keep up appearances, keep up with, keep it down, keep one's chin up, keep one's nose clean, keep track, keep one's fingers crossed
- lay** lay a finger on someone, lay aside, lay down one's life, lay down the law, lay hands on, lay it on, lay off, lay your hand on something, lay yourself open to, lay out, lay up, lay low, lay to rest
- let** let off steam, let on, let your hair down, let sleeping dogs lie, let the cat out of the bag, let up, let down, let go of
- look** look down on, look down your nose at, look for, look into, look out, look up, look up to someone, look after, look back, look over
- make** make a move, make a play for, make certain, make something do, make ends meet, make fun of, make good, make haste, make heads or tails of something, make believe, make a point, make friends, make sense of, make it, make out, make over, makeshift, make sure, make the fur fly, make the grade, make up, make up for, make up your mind, make up to
- play** play at something, play down, play fast and loose, play havoc with, play hooky, play into someone's hands, play on, play second fiddle, play the devil, play the fool, play the game, play by ear, play along with, play off, play possum, play the field, play up to, play with fire
- pull** pull a fast one, pull off, pull your weight, pull strings, pull through, pull to pieces, pull together, pull up, pull the wool over your eyes, pull up stakes, pull rank, pull the plug, pull the rug out from under
- put** put away, put an end to, put in one's place, put one's foot down, put it on the map, put someone on, put to bed, put to use, put down, put forward, put in for, put off, put on, put your cards on the table, put out, put right, put two and two together, put up, put up with
- run** run across, run into, run away, run down, run afoul of, run in, run out of, run over, run ragged, run rings around, run through, run the risk of, run away with, run short, run wild
- see** see about, see eye to eye, see into, see through, see to, see daylight, see off, see red, see to it

- sit** sit on, sit on the fence, sit out, sit pretty, sit tight, sit up, sit back, sit-in, sit tight
- take** take aim, take after, take a bath, take advantage of, take in, take by surprise, take by storm, take effect, take a back seat, take a powder, take care, take it easy, take someone for, take for granted, take heart, take ill, take in, take issue, take it from me, take it hard, take it into your head, take it out on someone, take something lying down, take note of, take off, take on, take your time, take out, take over, take the cake, take to heart, take the trouble, take it upon yourself
- throw** throw a curve, throw one's hat in the ring, throw the book at, throw cold water on, throw a fit, throw a party, throw in the sponge, throw light on, throw off, throw one's weight around, throw out, throw up
- turn** turn a cold shoulder to, turn color, turn off, turn one's stomach, turn the clock back, turn the tide, turn thumbs down, turn over a new leaf, turn a deaf ear, turn down, turn in, turn loose, turn on, turn your head, turn out, turn over, turn the tables on someone, turn to, turn turtle, turn up



See also List 27, Idiomatic Expressions; and List 80, Descriptive Words.

29. Proverbs

Proverbs are common, wise, or thoughtful sayings that are short and often applicable to different situations. Every culture and language has its own, from the ancient Chinese Confucius "A picture is worth a thousand words" to the American "A stitch in time saves nine." Here are just a few: you and your students might enjoy adding to the collection. These can also be suggestions for student-written stories or their own fables.

Animals

Birds of a feather flock together.
When the cat's away the mice will play.
He who lies down with dogs gets up
with fleas.
Don't count your chickens until they're
hatched.
A bird in the hand is worth two in the
bush.
You can lead a horse to water, but you
can't make it drink.
The early bird catches the worm.
Curiosity killed the cat.
You can't teach an old dog new tricks.
Don't change horses in midstream.
Let sleeping dogs lie.

Food

Don't cry over spilt milk.
The proof of the pudding is in the eating.
Too many cooks spoil the broth.
You can't have your cake and eat it too.
An apple a day keeps the doctor away.
Half a loaf is better than none.

Money

A penny saved is a penny earned.
Time is money.
Lend your money and lose your friend.
Money burns a hole in your pocket.
All that glitters is not gold.
A fool and his money are soon parted.
Early to bed, early to rise makes a man
healthy, wealthy, and wise.

Nature

It never rains but it pours.
A rolling stone gathers no moss.
Make hay while the sun shines.
Every cloud has a silver lining.
Leave no stone unturned.
The grass always looks greener on the other
side.
One tree doesn't make a forest.
Still waters run deep.

Relationships

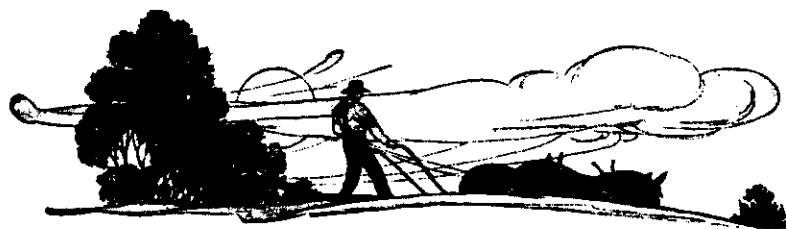
Marry in haste, repent at leisure.
If you can't beat them, join them.
Familiarity breeds contempt.
Short visits make long friends.
A faint heart never won a fair lady.
Like father, like son.
Absence makes the heart grow fonder.
Good fences make good neighbors.
A friend in need is a friend indeed.
Do unto others as you would have them do
unto you.

Miscellaneous

If the shoe fits wear it.
People who live in glass houses shouldn't
throw stones.
Two wrongs don't make a right.
The pen is mightier than the sword.
Necessity is the mother of invention.
Actions speak louder than words.
Haste makes waste.
He who hesitates is lost.

Look before you leap.
Beggars can't be choosers.
A stitch in time saves nine.
Two heads are better than one.
Many hands make light work.
Fool me once, shame on you. Fool me
twice, shame on me.
Strike while the iron is hot.
Where there's smoke there's fire.
Out of the frying pan and into the fire.
A watched pot never boils.
Sometimes you have to turn as fast as you
can just to stay in the same place.
The reason for doing it right today is
tomorrow.
This is the first day of the rest of your life.

Now is a great experience.
Do not blame a man until you have walked
a mile in his moccasins.
One hand for the ship and one hand for
yourself.
The palest ink is better than the most
retentive memory.
Waste not, want not.
A quitter never wins and a winner never
quits.
In the land of the blind, the one-eyed man
is king.
Sticks and stones can break my bones, but
names can never hurt me.
A picture is worth a thousand words.



See also List 30, Murphy's Law and Others.

30. Murphy's Law And Others

Murphy's Law and other principles might amuse or bemuse you. Some have a little jab of truth in them. Society is governed by certain immutable laws and principles. Murphy's Law, though, of somewhat doubtful authorship, is nonetheless real. Ask any engineer, mechanic, office manager, or computer programmer.

Both the Peter Principle and Parkinson's Law were developed by very real college professors, and both are explained somewhat seriously in full books.

The other principles given here are sometimes original and sometimes borrowed from the common folklore. Use them and amuse with them as needed. Both you and your students might like to add to this important list of real-life observations for fun and profitable insight.

Murphy's Law: If anything can go wrong, it will, and at the worst possible moment.

Corollaries

The other line always moves faster.

The race isn't always to the swift or the battle to the strong, but that's the way to bet.

When in doubt, use a bigger hammer.

A Smith & Wesson beats four aces.

If you play with anything long enough, you'll break it.

If everything seems to be going fine, you've probably overlooked something.

Nature always sides with the hidden flaw.

Peter Principle

In a hierarchy every employee tends to rise to his or her level of incompetence.

Corollaries

All useful work is done by those who have not yet reached their levels of incompetence.

Cream rises until it sours.

Parkinson's Law

Work expands to fill time available for its completion.

Corollaries

An administrator wants to multiply subordinates, not rivals.

Administrators make work for each other.

Fry's Observation

The more obnoxious the kid, the less he or she will be absent.

Kling's Axiom

Any simple idea can be worded in a complicated way.

Miscellaneous

No matter how hard you teach a thing, some student is certain not to learn it.

Trouble never comes at a convenient time.

Everything takes longer than you think.

The greater the hurry, the slower the traffic.

No amount of careful planning will ever beat dumb luck.

A good theory might be worth a thousand words, but that won't make it any more practical.

School budgets are always cut in a manner so as to create the most disruption.

There are three kinds of lies: white lies, damned lies, and statistics.

Extracurricular activities sometimes are neither extra nor curricular.

One person's exuberance is the next person's annoyance.

Principals may come and principals may go, but the secretary will run the school regardless.

You can plan anything you like; just don't expect it to happen that way.

Things don't get lost, but they sometimes are carefully put away in some strange places.

People who ask for just a minute of your time don't have very accurate watches.

There's got to be a way to eliminate the last few days of school.

Just when you are sure kids are no good, one of them will do something nice for you.

Maybe a school could exist without heat, light, and water, but take away the duplicating machine and it would have to close down.

If Saint Peter uses multiple-choice tests, we are all in for trouble.

Whoever said the worst students aren't creative? Look at their excuses.

Don't fix it if it is not baroque.

These are the good old days of the next generation.

Kids are the only future the human race has.

You can't have everything; where would you put it?

Nobody notices big errors.

Any change looks terrible at first.

Everybody who does not work has a scheme that does.



31. Euphemisms

These euphemisms might stand you in good stead at report-card time or for parent interviews. They might also take some of the puffery out of some reports you may have to read. Students enjoy euphemisms; share some of these with your class and have them add to the list.

BLUNT TRUTH

Lies

Is a klutz

Needs nagging

Fights

Smells bad

Cheats

Steals

Is a wise guy or gal

Is lazy

Is rude

Is selfish

Is gross

Has big mouth

Eats like a pig

Bullies others

Is babyish

Hangs out

Is disliked by others

Is often late

Is truant

EUPHEMISM

Shows difficulty in distinguishing between imaginary and factual material.

Has difficulty with motor control and coordination.

Accomplishes task when interest is constantly prodded.

Resorts to physical means of winning his or her point or attracting attention.

Needs guidance in development of good habits of hygiene.

Needs help in learning to adhere to rules and standards of fair play.

Needs help in learning to respect the property rights of others.

Needs guidance in learning to express himself or herself respectfully.

Requires ongoing supervision in order to work well.

Lacks a respectful attitude toward others.

Needs help in learning to enjoy sharing with others.

Needs guidance in developing the social graces.

Needs to develop quieter habits of communication.

Needs to develop more refined table manners.

Has qualities of leadership, but needs to use them more constructively.

Shows lack of maturity in relationships with others.

Seems to feel secure only in group situations; needs to develop sense of identity and independence.

Needs help in developing meaningful peer relationships.

Needs guidance in developing habits of responsibility and punctuality.

Needs to develop a sense of responsibility in regard to attendance.



Also see List 59, Comprehension Thesaurus and List 105, Doublespeak.

SECTION IV
Word Origins



32. Clipped Words—Words Shortened by Common Usage

These are words that have been shortened or clipped by common use, as in *sub* for *submarine*. This shortening is called Zipf's Principle and is well known in the study of languages.

ad	advertisement	memo	memorandum
auto	automobile	miss	mistress
bike	bicycle	mod	modern
burger	hamburger	movie	moving picture
bus	omnibus	mum	chrysanthemum
bust	burst	pants	pantaloons
cab	cabriolet	pen	penitentiary
canter	Canterbury gallop	pep	pepper
cent	centum	perk	percolate
champ	champion	perk	perquisite
chemist	alchemist	phone	telephone
clerk	cleric	photo	photograph
coed	coeducational student	pike	turnpike
con	convict	plane	airplane
copter	helicopter	pop	popular
cuke	cucumber	prof	professor
curio	curiosity	prom	promenade
deb	debutante	ref	referee
doc	doctor	scram	scramble
dorm	dormitory	specs	spectacles
drape	drapery	sport	disport
exam	examination	stat	statistics
fan	fanatic	stereo	stereophonic
flu	influenza	still	distill
fridge	refrigerator	sub	submarine
gab	gabble	tails	coattails
gas	gasoline	taxi	taxicab
grad	graduate	teen	teenager
gym	gymnasium	tie	necktie
hack	hackney	trig	trigonometry
iron	flatiron	trump	triumph
lab	laboratory	tux	tuxedo
limo	limousine	typo	typographical error
lube	lubricate	van	caravan
lunch	luncheon	varsity	university
margarine	oleomargarine	vet	veteran
mart	market	vet	veterinarian
math	mathematics	wig	periwig
mend	amend	zoo	zoological garden

See also List 33, Portmanteau Words; and List 34, Compound Words.

33. Portmanteau Words—Words That Have Been Blended Together

Alice, in *Alice in Wonderland*, asks Humpty Dumpty what “slithy” (from the Jabberwocky) means. He tells her that it means “lithe” and “slimy.” “You see there are two meanings packed into one word.”

autobus	automobile + bus	modem	modulator + demodulator
bit	binary + digit	moped	motor + pedal
blimp	B + limp	motel	motor + hotel
blotch	blot + botch	motocross	motor + cross country
bleep	blankout + beep	motorcade	motor + cavalcade
brunch	breakfast + lunch	napalm	naphthene + palmitate
because	by + cause	o'clock	of (the) + clock
chortle	chuckle + snort	paratroops	parachute + troops
clash	clap + crash	pixel	picture + element
clump	chunk + lump	skylab	sky + laboratory
con man	confidence + man	slosh	slop + slush
daisy	day's + eye	smash	smack + mash
farewell	fare + ye + well	smog	smoke + fog
flare	flame + glare	sparcity	sparceness + scarcity
flurry	flutter + hurry	splatter	splash + spatter
flush	flash + gush	squiggle	squirm + wriggle
fortnight	fourteen + nights	taxicab	taximeter + cabriolet
gerrymander	Gerry + salamander	telethon	television + marathon
glimmer	gleam + shimmer	travelogue	travel + monologue
goodbye	God + be (with) + ye	twinight	twin + night
hi-fi	high + fidelity	twirl	twist + whirl

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See also List 32, Clipped Words—Words Shortened by Common Usage; and List 45, Greek and Latin Roots.

34. Compound Words—Words Glued Together to Form New Words

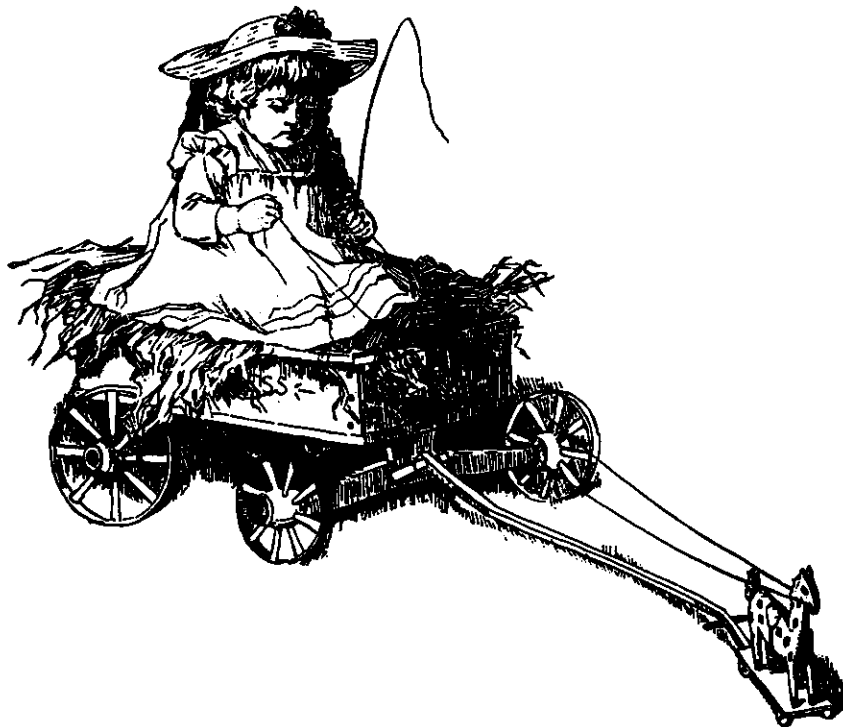
Compound words do not always join the meanings of the two words used. For example, *brainstorm*. These words are great fun to illustrate the silliness of literal translations.

afternoon	cutout	holdup	playpen	sweetheart
airline	daydream	homemade	ponytail	teacup
airmail	daytime	jellyfish	popcorn	textbook
airport	dishpan	landlady	postcard	Thanksgiving
anchorman	doorknob	landlord	postman	thumbtack
anchorwoman	doorway	leftover	pushover	thunderstorm
another	downpour	lifeboat	quicksand	timetable
applesauce	downstairs	lifeguard	railroad	tiptoe
ashtray	downtown	lipstick	railway	toenail
backyard	dragonfly	lookout	rainbow	toothbrush
bareback	drawbridge	loudspeaker	rattlesnake	toothpick
barefoot	drive-in	midnight	rawhide	touchdown
baseball	driveway	moonship	redwood	tugboat
basketball	dropout	moonwalk	ripoff	turntable
bathroom	drugstore	motorcycle	rowboat	turtleneck
bedspread	earring	newsboy	runway	undercover
billfold	earthquake	newscast	sailboat	underground
birthday	eyeball	newspaper	sandpaper	understand
blackbird	ferryboat	newsprint	scarecrow	undertake
blackboard	filmstrip	nightgown	screwball	uproot
blackout	fireplace	notebook	screwdriver	uptown
bloodhound	flashback	nutcracker	shipwreck	vineyard
blueprint	flashcube	oatmeal	shoelace	volleyball
bookkeeper	flashlight	offbeat	shortstop	washcloth
breakfast	folklore	outboard	sidewalk	wastebasket
broadcast	football	outcome	silverware	watchman
bulldog	frogman	outfield	skateboard	watercolor
buttercup	frostbite	outfit	skyscraper	waterfall
buttermilk	fruitcake	outlaws	slipcover	waterfront
campfire	gentleman	outstanding	snowdrift	watermelon
carpool	goldenrod	overalls	snowfall	weatherman
cattail	goldfish	overcoat	softball	weekend
classmate	grasshopper	overlook	splashdown	whirlpool
clipboard	haircut	overpass	spotlight	wholesale
clothesline	handcuff	pancake	starfish	wildcat
clothespin	handlebar	paperback	streetcar	windmill
copout	hangup	payoff	suitcase	windpipe
copperhead	hardware	peanut	sunbeam	windshield
copyright	haystack	peppermint	sunflower	wiretapping
cowboy	headache	pigtail	sunrise	woodland
crosswalk	headlight	pinball	sunset	woodpecker
cupboard	headquarters	pinpoint	sunshine	wristwatch
cupcake	highway	playmate	sweatshirt	

35. Contractions

Contractions substitute an apostrophe for a letter or letters. You will find the grouping of contractions a good teaching strategy.

am	is, has	would, had	have	will	not
I'm	he's	I'd	I've	I'll	can't
	she's	you'd	you've	you'll	don't
are	it's	he'd	we've	she'll	isn't
you're	what's	she'd	they've	he'll	won't
we're	that's	we'd	could've	it'll	shouldn't
they're	who's	they'd	would've	we'll	couldn't
who're	there's	it'd	should've	they'll	wouldn't
	here's	there'd	might've	that'll	aren't
	one's	what'd	who've	these'll	doesn't
		who'd	there've	those'll	wasn't
		that'd		there'll	weren't
			let	this'll	hasn't
			let's	what'll	haven't
				who'll	hadn't
					mustn't
					didn't
					mightn't
					needn't



See also List 32, Clipped Words—Words Shortened By Common Usage.

36. Acronyms and Initializations

Everyone knows about TGIF, but what about MMB (Monday Morning Blues)? Acronyms and initializations are used frequently in media and everyday communication. This reference should keep you and your students well informed.

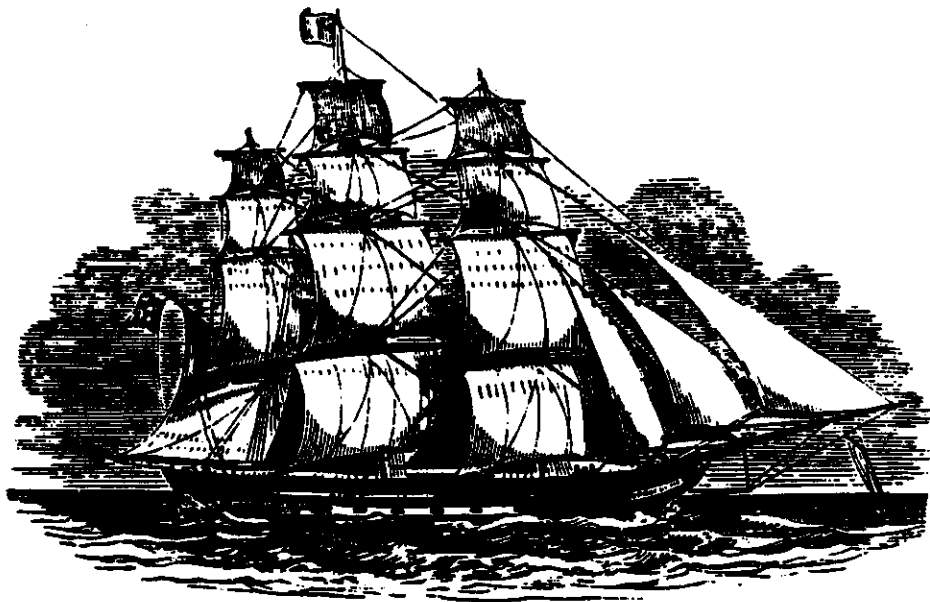
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ABC	American Broadcasting Company
ACTION	American Council to Improve Our Neighborhoods
AID	Agency for International Development
AIDS	Acquired Immune Deficiency Syndrome
APO	Army Post Office
ASAP	As soon as possible
AWOL	Absent without leave
BASIC	Beginners All-Purpose Symbolic Instruction Code (See List 145, Computer Terms)
BASIC	British-American Scientific International Commercial English
BBC	British Broadcasting Corporation
BLT	Bacon, lettuce, and tomato
BMOC	Big man on campus
BTO	Big-time operator
CARE	Cooperative for American Relief Everywhere
CB	Citizen's Band
CBS	Columbia Broadcasting System
CETA	Comprehensive Employment and Training Act
CLASS	Computer-based Laboratory for Automated School Systems
CLASSMATE	Computer Language to Aid and Stimulate Scientific, Mathematical, and Technical Education
COBOL	Common Business-Oriented Language (see List 145, Computer Terms)
COD	Cash on delivery
CORE	Congress of Racial Equality
CPA	Certified Public Accountant
CPO	Chief petty officer
DA	District attorney
DDT	Dichlorodiphenyltrichloroethane
DEW	Distant Early Warning
DEWLINE	Distant Early Warning Line
DJ	Disc jockey
DOA	Dead on arrival
EDP	Electronic data processing
EEG	Electroencephalogram
EKG, ECG	Electrocardiogram
ERA	Equal Rights Amendment
EURAILPASS	European railway passenger
FIAT	Fabbrica Italiana Automobili Torino
FORTRAN	Formula Translation (see List 145, Computer Terms)
GASP	Group Against Smoking in Public
GESTAPO	Geheime Staats Polizei
GI	Government issue
HEW	Health, Education & Welfare

HQ	Headquarters
HUD	Housing and Urban Development
ICBM	Intercontinental ballistic missile
IQ	Intelligence quotient
IRA	Irish Republican Army, International Reading Association
IRS	Internal Revenue Service
JAYCEES	U.S. Junior Chamber of Commerce
JEEP	General Purpose (vehicle)
JOBS	Job Opportunities for Better Skills
KKK	Ku Klux Klan
LASER	Light amplification by stimulated emission of radiation
LEM	Lunar Excursion Module
LIFO	Last in, first out
LP	Long playing (phonograph record)
LSD	Lysergic acid diethylamide
MIA	Missing in action
MO	Modus operandi
MYOB	Mind your own business
NAACP	National Association for the Advancement of Colored People
NABISCO	National Biscuit Company
NASA	National Aeronautics and Space Administration
NATO	North Atlantic Treaty Organization
NAZI	National Socialist German Workers' Party
NBC	National Broadcasting Company
NOW	National Organization for Women
OPEC	Organization of Petroleum Exporting Countries
PA	Public address
PAC	Pacific Athletic Conference, Political Action Committee
PBS	Public Broadcasting System
PDQ	Pretty darn quick
POW	Prisoner of war
PS	Postscript
PUSH	People United to Save Humanity
RADAR	Radio detecting and ranging
RAM	Random Access Memory (see List 145, Computer Terms)
RIP	Rest in peace
ROM	Read Only Memory (see List 145, Computer Terms)
ROTC	Reserve Officer Training Corps
RR	Railroad
RSVP	Répondez s'il vous plaît
RV	Recreational vehicle
SALT	Strategic Arms Limitation Talks
SCUBA	Self-contained underwater breathing apparatus
SNAFU	Situation normal, all fouled up
SNCC	Student Nonviolent Coordinating Committee
SONAR	Sound navigation ranging
SOS	Save our ship
SWAK	Sealed with a kiss

SWAT	Special weapons action team
TEFLON	Tetrafluoroethylene resin
TELEX	Teletypewriter Exchange Service
TGIF	Thank God It's Friday
TLC	Tender loving care
TNT	Trinitrotoluene
TV	Television
UFO	Unidentified flying object
UNESCO	United Nations Educational, Scientific, and Cultural Organization
UNICEF	United Nations International Children's Education Fund
VEEP	Vice-president
VIP	Very important person
VISTA	Volunteers in Service to America
WAC	Women's Army Corps
WASP	White Anglo-Saxon Protestant
WAVES	Women Accepted for Volunteer Emergency Service
WHO	World Health Organization
ZIP	Zone Improvement Plan

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See also List 124, State Abbreviations and Capitols; List 125, Common Abbreviations; and List 13, Measurement.

37. Words Borrowed From Names

Did you know that the popular *cardigan* sweater was named after the Earl of Cardigan? Or that the word *maverick* came into use after Samuel Maverick, a Texan, refused to brand his cattle? These and other eponyms, words borrowed from names, can be used to stimulate an interest in word origins.

WORDS COINED FROM PEOPLE'S NAMES

Adam's apple	Adam, the first man, who tradition says ate the forbidden fruit, an apple, in the Garden of Eden
America	Amerigo Vespucci, an Italian merchant-explorer who came to the New World shortly after Columbus
baud	Jean Baudot, a French inventor who worked on telegraphic communications
Beaufort scale	Sir Francis Beaufort, an English naval officer, who developed it to describe wind speed
bloomers	Amelia Bloomer, a pioneer feminist who made them popular
bowie knife	James Bowie, an American frontiersman who made this type of knife famous
boycott	Charles Boycott, a British army officer and first victim
braille	Louis Braille, a French teacher of the blind
cardigan	Earl of Cardigan, a British officer whose soldiers wore the knitted sweaters during the Crimean War
chauvinist	Nicholas Chauvin, a soldier who worshipped France and Napoleon uncritically
diesel	Rudolf Diesel, a German automotive engineer
dunce	Johannes Duns Scotus, a theologian whose followers were called Dunsmen
ferris wheel	G. M. Ferris, an American engineer
frisbee	William Frisbie, a pie company owner in Connecticut in 1871. Yale students played catch with the pie tins.
fudge	Supposedly named after Captain Fudge, a seventeenth-century seaman who had a reputation for not telling the truth
gerrymander	Elbridge Gerry, a Massachusetts governor in 1810
graham crackers	Sylvester Graham, an American reformer in dietetics and a vegetarian
guillotine	Joseph Guillotin, a French physician who urged its use
leotard	Jules Leotard, a French acrobat who designed it as a costume for his trapeze act
macadam	John Loudon McAdam, a Scottish engineer who invented this road-building material
maverick	Samuel Maverick, a Texan who didn't brand his cattle
mesmerize	Fredrich Mesmer, an Austrian physician who practiced hypnotism
nicotine	Jean Nicot, a French diplomat who introduced the tobacco plant to France about 1561
pasteurize	Louis Pasteur, a French bacteriologist
sandwich	John Montagu, fourth Earl of Sandwich, who invented it so he could gamble without stopping for a regular meal

saxophone	Anton Sax, Belgian instrument maker who combined a clarinet's reed with oboe fingering
sequoia	A Cherokee Indian chief who invented an alphabet. The trees were named for him by a Hungarian botanist
sideburns	Ambrose Burnside, a civil war general and governor of Rhode Island who had thick side whiskers
silhouette	Etienne de Silhouette, a French finance minister of Louis XV whose fiscal policies and amateurish portraits (by him) were regarded as inept
stetson	John Stetson, an American who owned a hat factory in Philadelphia that featured western styles
valentine	St. Valentine, a Christian martyr whose feast day is February 14—the same date, according to Roman tradition, that birds pair off to nest
tawdry	St. Audrey, queen of Northumbria; used to describe lace sold at her fair
teddy bear	Teddy Roosevelt, president of the United States who spared the life of a bear cub on a hunting trip in Mississippi
vandal	Vandals, the Germanic tribe that sacked Rome

SCIENCE WORDS COINED FROM PEOPLE'S NAMES

ampere	Andre Ampere, a French physicist
celsius	Anders Celsius, a Swedish astronomer and inventor
decibel	Alexander Bell, a Scottish-American inventor of the telephone
fahrenheit	Gabriel Fahrenheit, a German physicist
mach number	Named for Ernst Mach, an Austrian philosopher and physicist
ohm	Georg Simon Ohm, a German physicist
Richter scale	Charles Richter, an American seismologist
volt	Alessandro Volata, an Italian physicist
watt	James Watt, a Scottish engineer and inventor

FLOWER NAMES COINED FROM PEOPLE'S NAMES

begonia	Michel Begon, French governor of Santo Domingo and a patron of science
camellia	George Kamel, European Jesuit missionary to the Far East
dahlia	Andreas Dahl, a Swedish botanist
gardenia	Alexander Garden, a Scottish-American botanist
magnolia	Pierre Magnol, a French botanist
poinsettia	Joel Poinsettia, U.S. ambassador to Mexico
wisteria	Caspar Wistar, an American anatomist
zinnia	J. G. Zinn, a German botanist

WORDS COINED FROM PLACE NAMES

academy	Academeia, a garden where Plato taught his students
cashmere	Kashmir, India
cologne	Cologne, Germany

denim	Nimes, France—serge de Nimes (fabric of Nimes)
frankfurter	Frankfurt, Germany
hamburger	Hamburg, Germany
manila paper	Manila, the Philippines
rhinestone	Rhine, river that flows from Switzerland through Germany and the Netherlands
Tabasco sauce	Tabasco, Mexico
tangerine	Tangier, Morocco

BORROWED CALENDAR WORDS

Sunday	The sun's day
Monday	The moon's day
Tuesday	Tiw's day; Tiw was the Teutonic god of war
Wednesday	Woden's day; Woden was the Norse god of the hunt
Thursday	Thor's day; Thor was the Norse god of the sky
Friday	Fria's day; Fria, the wife of Thor, was the Norse goddess of love and beauty
Saturday	Saturn's day; Saturn was the Roman god of agriculture
January	In honor of Janus, the Roman god with two faces, one looking forward and one looking backward
February	In honor of <i>februa</i> , the Roman feast of purification
March	In honor of Mars, the Roman god of war
April	A reference to spring, <i>aprilis</i> , the Latin word for opening
May	In honor of Maia, a Roman goddess and mother of Mercury
June	In honor of Juno, the Roman goddess of marriage
July	In honor of the Roman general and statesman Julius Caesar
August	In honor of the Roman emperor Augustus Caesar
September	In reference to <i>septem</i> , the Latin word for seven; September was the seventh month of the Roman calendar
October	In reference to <i>octo</i> , the Latin word for eight; October was the eighth Roman month
November	In reference to <i>novem</i> , the Latin word for nine; November was the ninth Roman month
December	In reference to <i>decem</i> , the Latin word for ten; December was the tenth Roman month

WORDS FROM ROMAN AND GREEK MYTHOLOGY

Achilles heel	Greek warrior and leader in the Trojan War whose only vulnerable spot was his heel
amazon	Amazons, in Greek mythology, were a tribe of female warriors
aphrodisiac	Aphrodite, Greek goddess of love and beauty
atlas	Atlas, in Greek mythology, was forced to hold the heavens on his shoulders
cereal	Ceres, a Roman goddess of agriculture
echo	Echo, in Greek mythology, was a wood nymph cursed with repeating the last words anyone said to her

erotic	Eros, Greek god of love and son of Aphrodite
hygiene	Hygeia, the Greek goddess of health
mentor	Mentor, in Greek mythology, was a loyal friend and advisor to Odysseus and teacher to his son, Telemachus
morphine	Morpheus, the Greek god of dreams
oedipus complex	King Oedipus, in Greek mythology, unwittingly murdered his father and married his mother
ogre	Orcus, the Roman god of the underworld
panacea	Panacea, the Roman goddess of health
volcano	Volcan, Roman god of fire



See also List 45, Greek and Latin Roots.

38. Foreign Words and Phrases

Foreign words and phrases are used in many novels, magazines, and newspapers, and in some academic writing. Your students might enjoy learning some of the more common ones. Some will demonstrate a *penchant* for picking up foreign phrases *tout de suite* and using them to impress their friends. *N'est-ce pas?*

addenda —list of additions (Latin)	esprit de corps —group spirit (French)
ad hoc —with respect to this condition (Latin)	et cetera —and others (Latin)
ad infinitum —to infinity (Latin)	eureka —I have found it (Greek)
ad nauseam —to the point of disgust (Latin)	faux pas —mistake or mistakes (French)
à la carte —according to the menu (French)	fiancé —man to whom one is engaged (French)
à la mode —in fashion (French)	fiancée —woman to whom one is engaged (French)
aloha —hello or goodbye (Hawaiian)	hors d'oeuvre —appetizer (French)
alfresco —outdoors (Italian)	in memoriam —in memory of (Latin)
au contraire —on the contrary (French)	in re —regarding (Latin)
au courant —well informed (French)	in toto —totally (Latin)
au revoir —until we meet again (French)	je ne sais quoi —I don't know what (French)
à votre santé —to your health (French)	khaki —olive tan color (Hindi)
bona fide —in good faith (Latin)	laissez faire —noninterference (French)
bon jour —good day (French)	mâitre d'hôtel —head waiter (French)
bon soir —good evening (French)	malapropos —out of place (French)
bon vivant —lover of good living (French)	mañana —tomorrow (Spanish)
bon voyage —have a good voyage (French)	mardi gras —Shrove Tuesday (French)
carte blanche —full authority (French)	mea culpa —my fault (Latin)
caveat emptor —let the buyer beware (Latin)	modus operandi —manner of working (Latin)
circa —about (Latin)	née —born (French)
cogito ergo sum —I think, therefore I am (Latin)	n'est-ce pas? —isn't that so? (French)
coup d'état —quick political change (French)	noblesse oblige —rank imposes obligations (French)
cul-de-sac —dead end (French)	Noel —Christmas (Latin)
de rigueur —required (French)	nom de plume —pen name (French)
double entendre —double meaning (French)	non sequitur —it does not follow (Latin)
emeritus —retired after long service (Latin)	nota bene —note well (Latin)
en masse —in a large group (French)	nuance —subtle distinction (French)
en route —on the way (French)	pardonnez-moi —excuse me (French)
entourage —those closely associated with a person (French)	penchant —strong liking or inclination (French)
e pluribus unum —one from many (Latin)	
errata —list of errors (Latin)	

persona non grata—person not accepted
(Latin)

per—for (Latin)

pièce de resistance—the irresistible part
(French)

prima donna—first lady (Italian)

pro forma—done as a matter of formality
(Latin)

pro rata—according to a rate or proportion
(Latin)

protégé—one under the guidance of
another (French)

quid pro quo—one thing for another
(Latin)

raconteur—story teller (French)

raison d'être—reason for existence
(French)

résumé—summary (French)

savoir faire—social know-how (French)

shampoo—hair wash (Hindi)

sine qua non—indispensable (Latin)

status quo—the way things are (Latin)

stet—leave as is (Latin)

sub rosa—secret or confidential (Latin)

tempus fugit—time flies (Latin)

tortilla—round, flat unleavened bread
(Spanish)

tout de suite—immediately (French)

veranda—large porch (Hindi)

vice versa—conversely (Latin)

vis-à-vis—in relation to (French)

voilà—there it is (French)

wanderlust—passion for traveling
(German)



See also List 37, Words Borrowed from Names; List 45, Greek and Latin Roots.

39. Onomatopoeia—Words Borrowed from Sounds

Onomatopoeic words, borrowed from sounds, resemble the real sound that they refer to. For example, a cow *moos*. These words are favorites with poets and comic-strip writers. Entertainers love them, and children's authors use them regularly. Your students will enjoy them and probably add some to this list.

arf arf	cock a doodle do	honk	slurp
bang	cuckoo	hop	smack
bark	crack	howl	smash
beep	crackle	hum	smooth
blink	crash	kerchoo	snap
blip	creak	meow	spank
boom	crinkle	moan	splash
bong	crunch	moo	splat
bow wow	ding a ling	murmur	sputter
bump	ding dong	oink oink	squeak
burp	drip	ping	squeal
buzz	drop	plop	squish
chirp	fizz	pop	swish
choo choo	flap	quack	tap
chug	flip flop	rip	ticktock
clang	giggle	roar	thump
clank	grate	rush	twang
clatter	grind	rustle	whack
click	groan	screech	woof woof
clink	growl	sigh	zap
clip clop	hee haw	slop	zip
clomp	hiss		zomk
cluck			



40. *Phobia and Cide Word Families*

The Greek word *phobos*, meaning "fear," is combined with a variety of roots to form an interesting group of phobias. Some of these, such as claustrophobia (fear of closed spaces) or acrophobia (fear of high places), are quite common; others may be new to you. Use the root words of List 45 to coin a few of your own. How about "bibliophobia"? The root *cide* means killing.

PHOBIA WORDS

Acrophobia	fear of heights (edges)	necrophobia	fear of death
aerophobia	fear of flying	numerophobia	fear of numbers
agoraphobia	fear of open spaces	nyctophobia	fear of darkness
ailurophobia	fear of cats	ochlophobia	fear of crowds
amaxophobia	fear of vehicles, driving	ophidiophobia	fear of snakes
androphobia	fear of men	optophobia	fear of opening your eyes
anthophobia	fear of flowers	ornithophobia	fear of birds
anthropophobia	fear of people	phonophobia	fear of speaking aloud
arachnophobia	fear of spiders	pyrophobia	fear of fire
aquaphobia	fear of water	thaasophobia	fear of being bored
arachibutyrophobia	fear of peanut butter sticking to the roof of your mouth	trichophobia	fear of hair
astraphobia	fear of lightning	triskaidekaphobia	fear of the number thirteen
brontophobia	fear of thunder	xenophobia	fear of strangers
claustrophobia	fear of closed spaces	CIDE WORDS	
chromophobia	fear of color	bactericide	killing of bacteria
cynophobia	fear of dogs	fratricide	killing of a brother
dementophobia	fear of insanity	genocide	killing of people of one race
gephyrophobia	fear of bridges	herbicide	killing of plants
gerontophobia	fear of old age	homicide	killing of a person
hemophobia	fear of blood	infanticide	killing of a baby
herpetophobia	fear of reptiles	insecticide	killing of insects
ideophobia	fear of ideas	pesticide	killing of pests
mikrophobia	fear of germs	regicide	killing of a king, ruler
murophobia	fear of mice	sororicide	killing of a sister
nebulaphobia	fear of clouds	suicide	killing of self
		uxoricide	killing of one's wife

See also List 41, -Ology Word Family; List 45, Greek and Latin Roots.

41. -Ology Word Family

Many subjects that are studied in schools and colleges have *-ology* in their names. The suffix *-ology* means “the science of” or “the study of.” For example, since *cardia* means “heart,” *cardiology* means “the science of the heart.” Moreover, since the suffix *-ist* means “one who practices” (see Suffix List 44), a *cardiologist* is “one who practices the science of the heart.”

anthropology	man (culture)	ideology	doctrine of a group
archaeology	antiquities (ancient people)	meteorology	weather
astrology	stars (divination by stars—the study of stars is referred to as astronomy)	microbiology	microbes
audiology	hearing	mineralogy	minerals
bacteriology	bacteria	morphology	structure of animals and plants
biology	life	musicology	music
cardiology	heart	neurology	nerves
cosmetology	cosmetics	ornithology	birds
eosmology	universe	paleontology	fossils
criminology	crime	pathology	diseases
cryptology	codes and cyphers	pharmacology	drugs
cytology	cells	physiology	life processes
dermatology	skin	pomology	fruit
ecology	relationship of organisms with their environment	psychology	mind
embryology	embryo	radiology	radiation
entomology	insects	seismology	earthquakes
epistemology	knowledge	sociology	society
ethnology	historical development of cultures	technology	applied science
etymology	word origins	theology	God
genealogy	ancestors	toxicology	poisons
geology	earth	typology	classification based on type
gerontology	old age	zoology	animals
gynecology	women		
herpetology	reptiles		
histology	living tissue		
hydrology	water		



See also List 40, Phobia and Cide Word Families; and List 45, Greek and Latin Roots.

42. Prefixes—Alphabetical Order

Prefixes—small but meaningful letter groups added before a base word or root—change the meaning of a word. Knowing the meaning of these prefixes, together with the meaning of common base words and Greek and Latin roots, will give students the tools for unlocking the meanings of hundreds of words. In addition to teaching these prefixes directly, it is also a good idea to explain prefixes and their meanings when students encounter them in new vocabulary words throughout the year.

ALPHABETICAL ORDER

PREFIX	MEANING	EXAMPLES
a-	on	aboard, afire, afoot, ashore, atop
a-	not	apathy, atheist, atrophy, atypical
ab-	from	abnormal, abhor, abolish, abstain, abstract
ac-	to	accent, accept, access, acquire
ad-	to	adapt, add, addict, adhere, admit
af-	to	affair, affect, affiliate, affirm, afflict
after-	after	afterglow, afternoon, aftertaste, afterward
ag-	to	agglomeration, aggrandize, aggravate, aggregate, aggressive
ambi-	both, around	ambidextrous, ambience, ambiguous, ambivalent
amphi-	both, around	amphibian, amphitheater, amphora
an-	not	anemia, anarchy, anesthesia, anorexia, anonymous
an-	to	annex, annihilate, annotate, announce, annul
ante-	before	antebellum, antecedent, antedate, antediluvian, anterior
anti-	against	antiwar, antisocial, antislavery
as-	to	ascend, ascertain, aspect, aspire, assert
atto-	quintillionth	attosecond
auto-	self	automobile, automatic, autograph, autobiography
be-	make	becalm, befriend, beguile, bewitch
bene-	good	benediction, benefactor, beneficial, benefit, benign
bi-, bin-	two	bicycle, binocular, biceps, bifocal
by-	near, aside	bypass, byplay, bystander, byway
cent-	hundred	centigrade, century, cent, centimeter
circu-	around	circulate, circumference, circumspect, circumstance, circus
co-	together	co-author, cognate, coincide, cooperate, coordinate
col-	with	collaborate, collateral, colleague, collect
com-	with	combat, combine, comfort, commune, complain
con-	with	concede, concur, concert, confident, connect
counter-	opposite	counteract, countermand, counteroffensive, counterproposal
contra	against	contraband, contraception, contradict, contrary, contraindicated
de-	from, down	debate, decay, deceive, decide, deform

PREFIX	MEANING	EXAMPLES
de-	opposite	deactivate, deform, degrade, deplete, descend
dec-	ten	decade, decathlon, December, decagram
deci-	ten	decimal, decimeter, decimate, decile
demi-	half	demigod, demitasse
di-	two	digraph, dioxide, diploma, diphthong
dia-	through, across	diagnose, diagonal, dialogue, diameter
dis-	opposite	disagree, disarm, discontinue, disgust, dishonest
du-	two	dual, duet, duo, duplex, duplicate
dys-	bad	dysentery, dysfunction, dyspepsia, dysphasia
e-	out, away	effect, effort, eject, emigrate, erupt
em-	in	embalm, embed, embezzle, embrace, embroider
en-	in	enchant, enclose, encounter, encourage, envelop
ennea-	nine	enneagon, enneahedron, ennead
enter-	among, between	enterprise, entertain
epi-	after	epilogue, epitaph
epi-	upon	epicenter, epidemic, epidermis, epithet
equi-	equal	equal, equilibrium, equidistant, equator, equation
eu-	good	Eucharist, eugenic, euphoria, eulogy
ex-	out	excel, exalt, exceed, exhaust, exit
exa-	quintillion	exameter
extra-	outside	extracurricular, extraordinary, extravagant
femto-	quadrillionth	femtosecond
for-	not	forbid, forget, forgo, forswear
giga-	billion	gigameter, gigawatt, gigahertz
hect-	hundred	hectogram, hectare, hectometer
hemi-	half	hemisphere, hemicycle
hept-	seven	heptagon, heptameter
hetero-	different	heterodox, heteronym, heterosexual
hex-	six	hexagon, hexameter, hexagram
homo-	same	homogeneous, homogenize, homograph, homophone, homosexual
hyper-	excessive	hyperactive, hyperbole, hypercritical, hypertension, hyperglycemia
hypo-	under, too little	hypochondria, hypodermis, hypothesis
il-	not	illegal, illegible, illegitimate, illiterate, illogical
im-	into	immediate, immerse, immigrate, implant, import
im-	not	imbalance, immaculate, immature, immobilize, impossible
in-	into	incision, include, induce, inhale, infect
in-	not	inaccurate, inactive, inadvertent, incognito, indecisive

PREFIX	MEANING	EXAMPLES
inter-	among, between	interrupt, intermission, international, interpret, intervene
intra-	within	intramural, intrastate, intravenous
intro-	inside	introduce, introspect, introject, introvert
ir-	not	irregular, irreconcilable, irredeemable, irregular, irresponsible
is-	equal	isometric, isomorph, isosceles, isotope
kilo-	thousand	kilometer, kilogram, kilowatt, kiloliter
macro-	large, long	macrocosm, macron, macroscope, macrobiotic
magni-	great	magnify, magnitude, magnificent, magnanimous, magnum
mal-	bad	maladjusted, malaise, malevolent, malfunction, malice
mega-	large	megacycle, megalith, megalomania, megaphone, megaton
mega-	million	megawatt, megaton, megabyte, megabuck
meta-	change	metabolism, metamorphosis, metaphor, metastasis
micro-	small, short	microphone, microscope, microbe, microfilm
micro-	millionth	microsecond
mid-	middle	midnight, midshipman, midsummer, midway, midyear
milli-	thousand	millibar, milligram, millimeter, million
mis-	bad	misanthrope, misbehave, miscarriage, misconduct, misfortune
mon-, mono-	one	monk, monarch, monocular, monogamy, monorail
multi-	many, much	multicolored, multifarious, multimillionaire, multiply, multitude
myria-	ten thousand	myriad, myriameter
nano-	billionth	nanosecond, nanowatt, nanometer
ne-	not	nefarious, never
neg-	not	negative, neglect, negotiate
neo-	new	neoclassic, neologism, neon, neonatal, neophyte
non-	not	nonchalant, nonconformist, nondescript, nonpartisan, nonsense
non-	nine	nonagenarian
nove-	nine	November, novena
oct-	eight	October, octet, octane, octopus
off-	from	offset, offshoot, offshore, offspring, offstage
olig-	few	oligarchy, oligopoly, oligophagous
omni-	all	omnibus, omnificent, omnipotent, omnivorous
on-	on	oncoming, ongoing, onrush, onshore, onward
out-	surpassing	outbid, outclass, outdo, outlive, outnumber
over-	too much	overactive, overbearing, overblown, overdo, overprice

PREFIX	MEANING	EXAMPLES
pan-	all	panacea, pandemonium, Pandora, panorama, panegyric
para-	beside	paradigm, paragraph, parallel, paraphrase
para-	almost	paralegal, paramedic
pen(e)-	almost	peninsula, penultimate, peneplain, penumbra
pent-	five	pentagon, pentathlon, Pentecost
per-	throughout	perceive, percolate, perfect, perform, pervade
peri-	all around	perimeter, periscope, peripatetic, periphery
peta-	quadrillion	petameter
pico-	trillionth	picosecond, picometer
poly-	many	polyandry, polyester, polygamy, polyglot, polysyllabic
post-	after	postdate, postdoctoral, posterior, postpone, postscript
pre-	before	preamble, precaution, prefix, prejudice
pro-	before	prognosis, progeny, program, prologue, prophet
pro-	forward	proceed, produce, proficient, progress, project
pro-	favor	prowar, pro-American, pro-education
prot-	first	protagonist, protein, proton, prototype
pseudo-	false	pseudoclassic, pseudonym, pseudopod
quadr-	four	quadrangle, quadrant, quart, quarter
quint-	five	quintuplet, quintessential, quintet
re-	again	redo, rewrite, reappear, repaint, relive
re-	back	recall, recede, reflect, repay, retract
retro-	back	retroactive, retrogress, retrospect
self-	self	self-denial, self-respect, selfish, self-support, self-taught
semi-	half	semiannual, semicircle, semiconscious
sept-	seven	September, septuagenarian
sex-	six	sextet, sextant, sextuple
sub-	under	subcontract, subject, submerge, subordinate, subterranean
super-	over	superimpose, superscript, supersede, supervisor
super-	more than	superfine, superhuman, supernatural, superpower, supernova
syl-	together	syllable, syllogism
sym-	together	symbiosis, symbol, symmetry, sympathy, symphony
syn-	together	synchronize, syndrome, synergy, synonym, synthesis
tele-	distant	telephone, telescope, telegram, television
tera-	trillion	terameter, teracycle
tetra-	four	tetrahedron, tetrameter
trans-	across	transatlantic, transcend, transcribe, transfer, translate
tri-	three	triangle, tricycle, trillion, triplet
ultra-	beyond	ultraconservative, ultramodern, ultranationalism

PREFIX	MEANING	EXAMPLES
un-	not	unhappy, unable, uncomfortable, uncertain, unbeaten
under-	below	underneath, undercover, underground, underpass
under-	less than	underage, underdone, underripe, undervalue, underweight
uni-	one	unicorn, uniform, unify, universe
with-	back, away	withdraw, withhold, within, without, withstand

GROUPED BY MEANING

Prefixes Expressing Number

demi-	half	demigod, demitasse
hemi-	half	hemisphere, hemicycle
semi-	half	semiannual, semicircle, semiclassic
prot-	first	protagonist, protein, proton, prototype
mon-, mono-	one	monk, monarch, monocular, monogamy
uni-	one	unicorn, uniform, unify, unite, universe
di-	two	digraph, dioxide, diploma, diphthong
bi-, bin-	two	bicycle, binocular, biceps, bifocal, biplane
du-	two	dual, duet, duo, duplex, duplicate
tri-	three	triangle, tricycle, trillion, triplet
tetra-	four	tetrahedron, tetrameter
quadr-	four	quadrangle, quadrant, quart, quarter
pent-	five	pentagon, pentathlon, Pentecost
quint-	five	quintuplet, quintessential, quintet
hex-	six	hexagon, hexameter, hexagram
sex-	six	sextet, sextant, sextuple
hept-	seven	heptagon, heptameter
sept-	seven	September, septuagenarian
oct-	eight	octet, October, octane, octopus
ennea-	nine	enneagon, enneahedron, ennead
non-	nine	nonagenarian
nove-	nine	November, novena
dec-	ten	decade, decathlon, decagram, December, decameter
deci-	ten	decimal, decimeter, decigram, decile
cent-	hundred	centigrade, century, cent, centigram
hect-	hundred	hectogram, hectometer, hectare
milli-	thousand	millibar, milligram, millimeter, million
kilo-	thousand	kilometer, kilogram, kilowatt, kiloliter
myria-	ten thousand	myriameter, myriad

Prefixes for Super-Large Numbers

PREFIX	MEANING	EXAMPLE
kilo-	thousand, 10^3	kilometer
mega-	million, 10^6	megameter
giga-	billion, 10^9	gigameter
tera-	trillion, 10^{12}	terameter
peta-	quadrillion, 10^{15}	petameter
exa-	quintillion, 10^{18}	exameter

Prefixes for Super-Small Numbers

deci-	tenth, 10^{-1}	decimeter
centi-	hundredth, 10^{-2}	centimeter
milli-	thousandth, 10^{-3}	millimeter
micro-	millionth, 10^{-6}	micrometer (micron)
nano-	billionth, 10^{-9}	nanometer (10^{-10} = angstrom)
pico-	trillionth, 10^{-12}	picometer
femto-	quadrillionth, 10^{-15}	femtometer (fermi)
atto-	quintillionth, 10^{-18}	attometer

Prefixes that Describe Size

macro-	large, long	macrocosm, macron, macroscopic
magni-	great	magnify, magnitude, magnificent
mega-	large	megacycle, megalith, megalomania
micro-	small, short	microbe, microphone, microcosm

Prefixes that Describe When

after-	after	afterglow, afternoon, aftertaste
ante-	before	antebellum, antecedent, antedate
epi-	after	epilogue, epitaph
post-	after	postdate, postdoctoral, posterior, postpone, postscript
pre-	before	preamble, precaution, prefix, prejudice
pro-	before	prognosis, progeny, program, prologue

Prefixes that Describe Where

a-	on	aboard, afire, afoot, ashore, atop
ab-	from	abnormal, abhor, abolish, abstain
ac-	to	accent, accept, access, accident, acquire
ad-	to	adapt, add, addict, adhere, admit
af-	to	affair, affect, affiliate, affirm, afflict
ag-	to	agglomeration, aggrandize, aggravate
an-	to	annex, annihilate, annotate, announce
as-	to	ascend, ascertain, aspect, aspire, assert
by-	near, aside	bypass, byplay, bystander, byway

PREFIX	MEANING	EXAMPLES
circu-	around	circulate, circumference, circumspect
de-	from, down	debate, decay, deceive, decide, deform
dia-	through, across	diagnose, diagonal, dialogue, diameter
e-	out, away	effect, effort, eject, emigrate, erupt
em-	in	embalm, embed, embezzle, embrace
en-	in	enchant, enclose, encounter, encourage
enter-	among, between	enterprise, entertain
epi-	upon	epicenter, epidemic, epidermis, epithet
ex-	out	excel, exalt, exceed, exhaust, exit
extra-	outside	extracurricular, extraordinary
hypo-	under	hypochondria, hypodermic, hypothesis
im-	into	immediate, immerse, immigrate, implant
in-	into	incision, include, induce, inhale, infect
inter-	among, between	intercede, interpret, interrupt
intra-	within	intramural, intrastate, intravenous
intro-	inside	introduce, introspect, introject, introvert
mid-	middle	midriff, midshipman, midsummer
off-	from	offset, offshoot, offshore, offspring
on-	on	oncoming, ongoing, onrush, onshore
para-	beside	paradigm, paragraph, parallel, paraphrase
per-	throughout	perceive, percolate, perfect, perform
peri-	all around	perimeter, periscope, peripatetic
pro-	forward	proceed, produce, proficient, progress
pro-	in front of	proclaim, profane, profess
re-	back	recall, recede, reflect, repay, retract
retro-	back	retroactive, retrogress, retro-rocket
sub-	under	subcontract, subject, submerge
super-	over	superimpose, superscript, supersede
tele-	distant	telegram, telekinesis, telephone
thorough-	through	thoroughbred, thoroughfare
trans-	across	transatlantic, transcend, transcribe
under-	below	undercover, underground, underneath
with-	back, away	withdraw, withhold, within, without

Prefixes that Describe Amount or Extent of

equi-	equal	equal, equilibrium, equidistant, equator
extra-	beyond	extraordinary, extravagant
hyper-	excessive	hyperactive, hyperbole, hypercritical
hypo-	too little	hypoactive, hypoglycemic
is-	equal	isometric, isomorph, isosceles, isotope
multi-	many, much	multicolored, multifarious, multiply
olig-	few	oligarchy, oligopoly, oligophagous
omni-	all	omnibus, omnificent, omnipotent
out-	surpassing	outbid, outclass, outdo, outlive
over-	too much	overactive, overbearing, overblown
pan-	all	panacea, Pandemonium, Pandora

PREFIX	MEANING	EXAMPLES
pene-	almost	peneplain, peninsula, penultimate
poly-	many	polyandry, polyester, polygamy, polyglot
super-	more than	superfine, superhuman, supernatural
ultra-	beyond	ultraconservative, ultramodern
under-	less than	underage, underdone, underripe

Prefixes that Express Togetherness and Separateness

ab-	away from	abdicate, abduct, aberrant, absent
co-	together	coauthor, cognate, coincide, cooperate
col-	with	collaborate, collateral, colleague, collect
com-	with	combat, combine, comfort, commune
con-	with	concede, concur, concert, confident
syl-	together	syllable, syllogism
sym-	together	symbiosis, symbol, symmetry, sympathy
syn-	together	synchronize, syndrome, synergy

Prefixes Expressing Negation

a-	not	apathy, atheist, atrophy, atypical
an-	not	anemia, anarchy, anesthesia, anorexia
counter-	opposite	counteract, countermand
de-	opposite	deactivate, deform, degrade, deplete
dis-	opposite	disagree, disarm, discontinue, disgust
il-	not	illegal, illegible, illegitimate, illiterate
im-	not	imbalance, immaculate, immature
in-	not	inaccurate, inactive, inadvertent
ir-	not	irrational, irreconcilable, irredeemable
for-	prohibit	forbid, forget, forgo, forsake, forswear
ne-	not	nefarious, never
neg-	not	negative, neglect, negotiate
non-	not	nonchalant, nonconformist, nondescript
un-	opposite	unable, undo, unbeaten, uncertain

Prefixes that Make a Judgment

anti-	against	antinuclear, antisocial, antislavery
bene-	good	benediction, benefactor, beneficial
contra-	against	contraband, contraception, contradict
dys-	bad	dysentery, dysfunction, dyspepsia
eu-	good	Eucharist, eugenic, euphoria, eulogy
mal-	bad	maladjusted, malaise, malevolent
mis-	bad	misanthrope, misbehave, miscarriage
pro-	for	pro-American, pro-education

Miscellaneous Prefixes

PREFIX	MEANING	EXAMPLES
ambi-	both, around	ambidextrous, ambience, ambiguous
amphi-	both, around	amphibian, amphitheater, amphora
auto-	self	autobiography, autocratic, autograph
be-	make	becalm, befriend, beguile, bewitch
hetero-	different	heterodox, heteronym, heterosexual
homo-	same	homogeneous, homogenize, homograph
meta-	change	metabolism, metamorphosis, metaphor
neo-	new	neoclassic, neologism, neon, neonatal
para-	almost	paralegal, paramedic
pseudo-	false	pseudoclassic, pseudonym, pseudopod
re-	again	reappear, reclassify, recopy, redo, repaint
self-	self	self-denial, self-respect, selfish

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See also List 41, -Ology Word Family; List 40, Phobia and Cide Word Families; List 45, Greek and Latin Roots; and List 43, Suffixes.

43. Suffixes

Suffixes are letter groups that are added to the end of a base word or root. Suffixes frequently signify the part of speech and sometimes add meaning. In this list, suffixes are grouped by part of speech.

Some suffixes are best understood, not as having a particular meaning but as expressing grammar or syntax. These suffixes enable you to express an idea in many different ways by using the variation of the key word that best fits the sentence structure.

For example, in the sentences:

1. The boy is *quiet*.
2. The boy played *quietly*.
3. The boy's *quietness* was undisturbed.

the word *quiet* was altered to fit the sentence structure. In (1) it is used as an adjective; in (2) the suffix *-ly* was added so that it could be used as an adverb; in (3) the suffix *-ness* was added so that it could be used as a noun.

NOUN SUFFIXES

SUFFIX	MEANING	EXAMPLES
-a	plural	data, criteria, memoranda
-ade	action or process	blockage, escapade, parade, promenade
-ade	product or thing	lemonade, marmalade
-ae	plural (feminine)	alumnae, formulae, larvae, algae
-age	action or process	marriage, voyage, pilgrimage
-ance	state or quality of	repentance, annoyance, resistance
-ancy	state or quality of	buoyancy, truancy, vacancy, vagrancy
-ant	one who	servant, immigrant, assistant, merchant
-ar	one who	beggar, liar
-ard	one who	drunkard, steward, coward, wizard
-arian	one who	librarian, humanitarian, libertarian
-arium	place for	aquarium, planetarium, solarium
-ary	place for	library, mortuary, sanctuary, infirmary
-ation	state or quality of	desperation, starvation, inspiration
-ation	action or process	emancipation, narration, computation
-cle	small	corpuscle, particle, icicle, cubicle
-cule	small	minuscule, molecule
-cy	state or quality of	accuracy, bankruptcy, ecstasy, conspiracy
-cy	action or process	truancy, diplomacy, vagrancy, piracy
-dom	state or quality of	freedom, boredom, martyrdom, wisdom
-ectomy	surgical removal of	tonsillectomy, appendectomy, mastectomy
-ee	object of action	payee, lessee, employee
-ence	state or quality of	violence, absence, reticence
-ency	state or quality of	frequency, clemency, expediency, consistency
-enne	female	commedienne, equestrienne, tragedienne

SUFFIX	MEANING	EXAMPLES
-ent	one who	superintendent, resident, regent
-er	one who	teacher, painter, seller, shipper
-er	action or process	murder, thunder, plunder, waiver
-ery, -ry	trade or occupation	surgery, archery, sorcery, dentistry
-ery	establishment	bakery, grocery, fishery, nunnery
-ery, -ry	goods or products	pottery, jewelry, cutlery
-ery, -ry	state or quality of	bravery, savagery, forgery, butchery
-ess	one who (female)	waitress, actress, countess, hostess
-et	small	midget, sonnet, bassinet, cygnet
-ette	small (female)	dinette, cigarette, majorette
-eur	one who	chauffeur, connoisseur, masseur
-eur	state or quality of	hauteur, grandeur
-hood	state or quality of	childhood, adulthood, falsehood
-i	plural	alumni, foci
-ics	scientific or social system	physics, economics, politics, statistics
-ier, -yer	one who	cashier, financier, gondolier, lawyer
-ide	chemical compound	fluoride, bromide, peroxide
-ina	female	czarina, Wilhelmina, ballerina
-ine	chemical or basic substance	iodine, chlorine, caffeine, quinine
-ine	female	heroine, Josephine, Pauline
-ing	material	bedding, roofing, frosting, stuffing
-ion	state or quality of	champion, companion, ambition, suspicion
-ism	state or quality of	baptism, heroism, racism, despotism
-ism	doctrine of	capitalism, socialism, hedonism
-ist	one who practices	biologist, capitalist, communist
-ite	mineral or rock	granite, anthracite, bauxite
-itis	inflammation of	laryngitis, arthritis, bronchitis
-ity	state or quality of	necessity, felicity, civility, parity
-ization	state or quality of	civilization, standardization, organization
-kin	small	lambkin, napkin, manikin, Munchkin
-let	small	owlet, rivulet, starlet, leaflet, islet
-ling	small	duckling, yearling, suckling, fledgling
-man	one who works with	cameraman, mailman, doorman
-ment	action or process	embezzlement, development, government
-ment	state or quality of	amusement, predicament, amazement
-ment	product or thing	instrument, ornament, fragment
-mony	product or thing	testimony, matrimony, ceremony, alimony
-ness	state or quality of	happiness, kindness, goodness, darkness
-ol	alcohols	methanol, ethanol, glycol

SUFFIX	MEANING	EXAMPLES
-ology	study or science of	biology, psychology (see List 41, -ology Word Family)
-or	one who	actor, doctor, donor, auditor
-or	state or quality of	error, stupor, candor, fervor, pallor
-orium	place for	auditorium, emporium
-ory	place for	laboratory, conservatory, purgatory
-ose	sugars	glucose, sucrose, fructose, dextrose
-phobia	fear of	claustrophobia, acrophobia (see List 40, -phobia Word Family)
-s, -es	plural	pens, books, boxes, parentheses
-ship	skill or art of	penmanship, showmanship, horsemanship
-ship	state or quality of	friendship, hardship, citizenship
-sion	state or quality of	tension, compulsion
-th	state or quality of	strength, warmth, filth, depth, length
-tion	state or quality of	attention, caution, fascination
-trix	female	aviatrix, executrix
-tude	state or quality of	gratitude, fortitude, beatitude
-ty	state or quality of	loyalty, honesty, amnesty, unity
-ure	action or process	censure, failure, enclosure, exposure
-wright	one who works with	playwright, shipwright, wheelwright

ADJECTIVE SUFFIXES

-acious	inclined to	loquacious, mendacious, audacious, fallacious
-al	relating to	natural, royal, maternal, suicidal
-an	relating to	urban, American, Alaskan, veteran
-ant	inclined to	vigilant, pleasant, defiant, buoyant
-ary	relating to	honorary, military, literary, ordinary
-ate	state or quality of	fortunate, desperate, passionate
-ative	inclined to	demonstrative, pejorative, talkative
-ble	inclined to	gullible, perishable, voluble, durable
-en	relating to	golden, ashen, wooden, earthen
-ent	inclined to	competent, different, excellent
-er	more (comparative)	fatter, smaller, crazier, smarter
-ern	direction	eastern, western, northern, postern
-ese	state or quality of	Japanese, Portuguese, Chinese, Siamese
-esque	relating to	statuesque, picturesque, Romanesque
-est	most (comparative)	fattest, smallest, smartest, fastest
-etic	relating to	alphabetic, dietetic, frenetic
-ful	full of	thoughtful, joyful, careful, fearful
-ial	relating to	filial, commercial, remedial
-ian	relating to	barbarian, physician, Christian
-ic	relating to	comic, historic, poetic, public

SUFFIX	MEANING	EXAMPLES
-ical	relating to	comical, rhetorical, economical
-ide	state or quality of	candid, sordid, lucid, splendid, rigid
-ile	state or quality of	virile, agile, volatile, docile, fragile
-ine	relating to	feminine, bovine, feline, marine
-ious	state or quality of	gracious, ambitious, religious
-ish	relating to	childish, whitish, fiftyish, Scottish
-ive	inclined to	active, passive, negative, affirmative
-less	without	thoughtless, tireless, ageless, careless
-like	resembling	childlike, homelike, lifelike, boylike
-ly	resembling	fatherly, motherly, scholarly
-ly	every	daily, weekly, monthly, yearly
-most	most	utmost, westernmost, innermost
-oid	resembling	humanoid, asteroid, paranoid, planetoid
-ose	full of	verbose, morose, bellicose, comatose
-ous	full of	joyous, virtuous, nervous, wondrous
-some	inclined to	meddlesome, awesome, tiresome
-th, -eth	numbers	fifth, twelfth, twentieth, fiftieth
-ulent	full of	turbulent, corpulent, fraudulent
-ular	relating to	granular, cellular, circular, popular
-und	state or quality of	rotund, fecund, moribund, jocund
-uous	state or quality of	contemptuous, tempestuous, sensuous
-ward	direction	forward, backward, eastward, upward
-y	state or quality of	fruity, sunny, rainy, funny, gooey

ADVERB SUFFIXES

-ly	forms adverb from adjective	slowly, beautifully, happily, largely
-ways	manner	sideways, always, longways, crossways
-wise	manner, direction	clockwise, lengthwise
-wise	reference	schoolwise, marketwise, timewise



VERB SUFFIXES

SUFFIX	MEANING	EXAMPLES
-ade	action or process	blockade, promenade, parade
-age	action or process	ravage, pillage
-ate	to make	activate, fascinate, annihilate, liberate
-ble	repeated action	stumble, squabble, mumble, tumble, fumble
-ed, -d	past tense	talked, walked, baked, raised
-en	past completed action	taken, eaten, proven, stolen
-en	to make	strengthen, fasten, lengthen, frighten, weaken
-er	action or process	discover, murder, conquer, deliver
-fy	to make	satisfy, terrify, falsify, beautify
-ing	continuous action	singing, talking, jumping, eating
-ish	action or process	finish, flourish, nourish, punish
-ize	to make	standardize, computerize, popularize
-ure	action or process	censure, procure, endure, inure



See also List 42, Prefixes; List 45, Greek and Latin Roots; and List 82, Parts of Speech.

44. Spelling Rules for Adding Suffixes

ADDING SUFFIXES

Basic Rule: Just Add the Suffix.

Examples: want—wanted, wanting, wants

Exceptions:

For Words Ending in “e”

- a. Drop the final “e” if the suffix begins with a vowel. Example: rose - rosy; name - naming, named
- b. Keep the final “e” if the suffix begins with a consonant. Example: safe - safely
- c. Keep the final “e” if a vowel precedes it. Example: see - seeing
- d. Drop the final “le” if the suffix is “ly” (no double “l”). Example: able - ably

For Words Ending in “y”

- e. Change the “y” to “i” if “y” is preceded by a consonant. Example: carry - carried (suffix here is “-ed”)
- f. Don’t change the “y” to “i” if the “y” is preceded by a vowel. Example: joy - joyful
- g. Don’t change the “y” to “i” if the suffix begins with an “i.” Example: carry - carrying (suffix here is “-ing”)

For Words Ending in “c”

- h. Add a “k” before any suffix beginning with an “e,” “i,” or “y.” Example: picnic - picnicking; panic - panicky

Doubling the Final Letter

- i. Double the final consonant before adding the suffix if:
 - (1) the word has one syllable (or the final syllable is accented)
 - (2) the word ends in a single consonant (not “x”)
 - (3) the word has a single vowel letter
 - (4) the suffix begins with a vowelExamples: brag - bragged; (not “x,” box - boxing)
- j. You do not double the final consonant (Basic Rule applies) if:
 - (1) the suffix begins with a consonant. Example: bag - bagful
 - (2) the vowel has two letters. Example: rain - rained
 - (3) the word has two final consonants. Example: hard - harder

- (4) the suffix begins with a consonant. Example: bag - bags
- (5) the final syllable is not accented. Example: benefit - benefited
- k. If the word has two syllables and is accented on the last syllable, treat it as a one-syllable word. (See h. and j. above.) Example: admit - admittance
- l. If the word has two syllables and is accented on the first syllable, do not double the last letter (back to the Basic Rule). Example: equal - equaled
- m. The final "l" is kept when adding "ly." (This really restates the Basic Rule and rule j., but it looks funny when you see two "l's.") Example: cool - coolly

Note: Prefixes are much more regular; just add the prefix in front of the root word—no spelling change or letter doubling.



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See also List 92, Plurals.

45. Greek and Latin Roots

Most modern English words originated in other languages. The study of word origins, or etymology, is a fascinating subject. The Greek and Latin roots in this list can form the basis for a vocabulary-building course. Roots are taught successfully in families such as *microscope*, *telescope*, *periscope*, to illustrate that *scope* means "see." In the following list, Greek roots are indicated with "g" and Latin roots with "l." Roots that are easy are marked with an asterisk (*).

ROOT	MEANING	EXAMPLES
*act (l)	do	action, actor, react, transact, enact
aero(g)	air	aerobics, aerodynamics, aeronautics, aerate, aeronautics
aesthet (g)	sense, perception	aesthetic, aesthete (see also esth)
agri (l)	field	agriculture, agrarian, agronomy
alt (l)	high	altitude, altimeter, alto, altocumulus
alter (l)	other	alternate, alternative, altercation
ambul (l)	walk, go	ambulance, amble, preamble, circumambulate, somnambulant
amo, ami (l)	love	amiable, amorous, amateur, amity
andr (g)	man	androgynous, philander, polyandry
ang (l)	bend	angle, triangle, quadrangle, angular
anim (l)	life, spirit	animate, animosity, animal, inanimate
ann, enn (l)	year	annual, biennial, anniversary, annuity
anthr (g)	man	anthropology, philanthropist, anthropoid, misanthrope
apt, ept (l)	suitable	aptitude, inept, adept, apt
aqua (l)	water	aquarium, aquatic, aqueous, aquamarine
arch (g)	chief	monarch, archbishop, archenemy, oligarchy
arch (g)	primitive, ancient	archaeology, archaic, archetype, archive
art (l)	skill	artisan, artist, artificial, artifact
*ast (g)	star	astronaut, astronomy, disaster, asterisk
*aud (l)	hear	audience, auditorium, audiovisual, audible, audition
baro (g)	weight	barometer, barograph, isobar
belli (l)	war	bellicose, antebellum, belligerent, rebellion
biblio (g)	book	bibliography, Bible, bibliophile
bio (g)	life	biology, biography, biochemistry, biopsy
brev (l)	short	abbreviation, brevity, breve
cad, cas (l)	fall, perish	cadence, cascade, decadence, cadaver
cal (l)	hot	calorie, caldron, scald
cam (l)	field	camp, campus, encamp, campaign
cand (l)	glow, white	candle, candidate, incandescent
cap (l)	head	cap, captain, capital, decapitate, caput
cardi (g)	heart	cardiac, cardiology, cardiogram
cede, ceed (l)	go, yield	proceed, exceed, succeed, concede
ceive, cept (l)	take, receive	receive, reception, accept, conception
centr (l)	center	central, centrifugal, egocentric, eccentric

ROOT	MEANING	EXAMPLES
cert (l)	sure	certain, certify, ascertain, certificate
cess (l)	go, yield	process, recess, access, cessation
chron (g)	time	chronological, synchronize, anachronism, chronicle, chronic
cide, cise (l)	cut, kill	suicide, scissor, incision, insecticide
cip (l)	take, receive	recipient, incipient, participate, recipe
claim, clam (l)	shout	proclaim, exclaim, acclaim, clamor
clar (l)	clear	clarity, declare, clarify, declaration
cline (l)	lean	incline, recline, decline, inclination
clud (l)	shut	include, conclude, exclude, preclude, seclude
cogn (l)	know	recognize, cognition, cognizant, incognito
commum (l)	common	community, communicate, communism, communal
cord (l)	heart	cordial, accord, concord, discord
corp (l)	body	corporation, corpus, corpse, corps
cosm (g)	universe	cosmonaut, cosmos, cosmopolitan, microcosm
crat (g)	rule	democrat, aristocrat, bureaucracy, theocracy, autocratic
*cred (l)	believe	credit, discredit, incredible, credulous
cum (l)	heap	cumulative, accumulate, cumulus
cur (l)	care	cure, manicure, pedicure, curable
cur (l)	run	current, occur, excursion, concur, recur
*cycl (g)	circle, ring	bicycle, cyclone, cycle, encyclopedia
dem (g)	people	democrat, demography, demagoguery, epidemic
dent (l)	tooth	dentist, trident, dentifrice, indent
*dic (l)	speak	dictate, predict, contradict, verdict, diction
div (l)	divide	divide, divorce, division, dividend
doc (l)	teach	doctrine, document, doctor, docile
domin (l)	master	dominate, predominate, dominion, A.D. (<i>Anno Domini</i>)
don, donat (l)	give	donation, donor, pardon, donate
dont (g)	tooth	orthodontist
dogma (g)	opinion	dogma, dogmatic, dogmatism
dox (g)	belief	orthodox, unorthodox, heterodox
*duc (l)	lead	duct, conduct, educate, induct, aqueduct
esth (g)	feeling	anesthetic, anesthetist, esthetic (see also aesthet)
*fac (l)	make, do	factory, manufacture, benefactor, facsimile
fer (l)	bear, carry	transfer, ferry, conifer, infer, refer
fic (l)	make, do	efficient, proficient, sufficient
fid (l)	faith	fidelity, confidence, infidel, bona fide
fig (l)	form	figure, figment, configuration, disfigure, effigy
firm (l)	securely fixed	confirm, infirm, affirm, firmament
flect (l)	bend	reflect, deflect, reflection, inflection
flex (l)	bend	reflex, flexible, flexor

ROOT	MEANING	EXAMPLES
form (l)	shape	form, uniform, transform, reform
fract (l)	break	fracture, fraction
frag (l)	break	fragment, fragile
frater (l)	brother	fraternal, fraternity, fratricide
fric (l)	rub	friction, dentifrice, fricative
fug (l)	flee	fugitive, refugee, centrifugal, refuge
funct (l)	perform	function, malfunction, dysfunctional
gam (g)	marriage	polygamy, monogamy, bigamy
gen (g)	birth, race	generation, genocide, progeny, genealogy, generate
geo (g)	earth	geography, geometry, geology, geophysical
gnos (g)	know	gnostic, agnostic, diagnostic, prognosis
gon (g)	angle	pentagon, octagon, diagonal, trigonometry
grad (l)	step, stage	grade, gradual, graduation
gress (l)	step, stage	progress, egress, regress
*gram (g)	letter, written	telegram, diagram, grammar, epigram, monogram
*graph (g)	write	telegraph, photograph, phonograph, autograph
grat (l)	pleasing	gratify, gratitude, congratulate, ungrateful
greg (l)	gather	gregarious, congregation, segregation, aggregate
gyn (g)	woman	gynecologist, misogynist, monogyny, androgyny
hab, hib (l)	hold	habit, habitual, habitat, prohibit, exhibit
homo (l)	man	homicide, <i>Homo sapiens</i> , hombre, homage
hosp, host (l)	host	host, hostess, hospital, hospitality, hospice
hydr (g)	water	hydroelectric, hydrogen, hydrant, dehydrant
iatr (g)	medical care	psychiatry, podiatry, pediatrician, geriatrics
imag (l)	likeness	image, imagine, imaginative, imagery
init (l)	beginning	initial, initiate, initiative
integ (l)	whole	integrate, integral, integrity, integer
ject (l)	throw	project, inject
junct (l)	join	juncture, conjunction, adjunct, injunction
jud (l)	law	judge, judicial, judicate, judicious
jur (l)	law	jurisdiction, jurisprudence, jury
jus (l)	law	justice, just, justify
kine, cine (g)	movement	kinetic, hyperkinesia, cinema
lab (l)	work	labor, laboratory, collaborate, elaborate
laps (l)	slip	elapse, collapse, relapse, prolapse
lat (l)	carry	translate, relate, collate, prelate
lat (l)	side	lateral, bilateral, unilateral, quadrilateral
liber (l)	free	liberty, libertine, liberal, liberate
lith (g)	stone	lithograph, monolith, paleolithic, neolithic
*loc (l)	place	location, locate, dislocate, allocate
log (g)	word	prologue, apology, dialogue, eulogy, monologue
luc (l)	light	lucid, elucidate, translucent

ROOT	MEANING	EXAMPLES
lud (l)	play	ludicrous, interlude, elude
lum (l)	light	luminous, illuminate, luminescent
luna (l)	moon	lunar, lunatic
lus (l)	play	illusion, illusive
lust (l)	shine	luster, illustrate, lackluster, illustrious
lys (g)	break down	analysis, paralysis, electrolysis, catalyst
*man (l)	hand	manual, manufacture, manuscript, manipulate
mand (l)	order	command, demand, mandate, remand
mania (g)	madness	maniac, pyromania, kleptomania, megalomania
mar (l)	sea	marine, maritime, submarine, mariner
mater (l)	mother	maternal, maternity
matr (l)	mother	matricide, matrimony, matron, matrix
max (l)	greatest	maximum, maxim, maximize
mech (g)	machine	mechanic, mechanism, mechanize
mem (l)	mindful of	memory, remember, memorial, commemorate
ment (l)	mind	mental, mention, demented, menticide
merge (l)	dip	submerge, emerge, merge, merger
mers (l)	dip	submerge, immerse
*meter (g)	measure	thermometer, centimeter, diameter, barometer
*migr (l)	change, move	migrate, immigrant, emigrate, migratory
mim (l)	same	mime, mimic, pantomime, mimeograph
min (l)	small, less	minute, mini, minor, minus, minimize
minist (l)	serve	minister, administer, administration
*miss (l)	send	missile, dismiss, mission, remiss
mit (l)	send	submit, remit, admit, transmit
*mob (l)	move	automobile, mobile, mobilize, mobility
mon (l)	advise	admonish, premonition, admonition, monitor
morph (g)	shape	amorphous, metamorphosis, morphology, polymorphous, anthropomorphic
mort (l)	death	mortician, mortuary, mortal, immortal
*mot (l)	move	motion, motor, promote, demote, motile
mov (l)	move	remove, movement, unmoved
mut (l)	change, interchange	mutation, immutable, mutual, commute
narr (l)	tell	narrate, narrative, narrator
nat (l)	born	natal, native, nation, nativity, innate
nav (l)	ship	navy, naval, navigate, circumnavigate
neg (l)	no	negation, abnegation, negative, renege
neo (g)	new	neophyte, neoclassic, neologism, neon, neonatal
not (l)	mark	notation, notable, denote, notice
nun, noun (l)	declare	announce, pronounce, denounce, enunciate
nov (l)	new	novel, novelty, novice, innovate, nova
numer (l)	number	numeral, enumerate, numerous, enumerable
ocu (l)	eye	oculist, binocular, monocular
onym (g)	name	synonym, antonym, pseudonym
opt (g)	eye	optician, optometrist, optic, optical

ROOT	MEANING	EXAMPLES
opt (l)	best	optimum, optimist, optimal, optimize
ord (l)	row	order, ordinary, ordinal, extraordinary, ordinance
orig (l)	beginning	origin, original, originate, aborigine
ortho (g)	straight, right	orthodontist, orthodox, orthopedist
paleo (g)	old	paleontology, paleolithic
pater (l)	father	paternity, paternal, patriarch, patricide
path (g)	feeling, suffer	pathology, sympathy, empathy, antipathy, pathos
ped (g)	child	encyclopedia, pediatrician, pedagogical
*ped (l)	foot	pedal, pedestrian, biped, pedestal
pel (l)	drive	compel, propel, expel, repel
pend (l)	hang	pendulum, suspend, append, appendix
pens (l)	weigh	pensive, pension, compensate
phil (g)	love	philosophy, philanthropist, philharmonic, Anglophile, philately
phob (g)	fear	claustrophobia, xenophobia, acrophobia
*phon (g)	sound	phonograph, symphony, telephone, microphone, phonics
*photo (g)	light	photograph, telephoto, photosynthesis
phys (g)	nature	physical, physique, metaphysical, physician
plex (l)	fold	complex, duplex, plexiglass, perplex
plic (l)	fold	complicated, multiplication, duplicate, implicate, explicate
plur (l)	more	plural, plurality, pluralism
pod (g)	foot	podiatrist, podium, tripod
poli (g)	city	metropolis, cosmopolitan, police, political
pon (l)	place	opponent, exponent, proponent, postpone
*pop (l)	people	population, popular, pop, populace
*port (l)	carry	portable, transport, import, porter
pos (l)	place	position, compose, deposit, composite
psych (g)	mind, soul	psychology, psyche, psychopath, psychiatrist
pug (l)	fight	pugnacious, pugilist, repugnant, impugn
pul (l)	urge	compulsory, expulsion, compulsion, repulse
put (l)	think	computer, reputation, deputy, disrepute
quer, quir (l)	ask, seek	query, inquiry
ques (l)	ask, seek	question, inquest, request, quest
rad (l)	ray, spoke	radius, radio, radiology, radium
ras (l)	scrape	erase, abrasive, rasp, razor
rect (l)	straight	erect, rectangle, rectify, direction, correct
reg (l)	guide, rule	regal, reign, regulate, regime, regent
rid (l)	laugh	ridiculous, deride, ridicule, derisive
*rupt (l)	break	erupt, interrupt, abrupt, rupture, bankrupt
san (l)	health	sanitary, sanitarium, sane, insanity

ROOT	MEANING	EXAMPLES
scend (l)	climb	ascend, descend, descendent, transcend
sci (l)	know	science, conscience, conscious, omniscient, scientific
*scop (g)	see	microscope, telescope, periscope, stethoscope
scribe (l)	write	scribe, inscribe, describe, prescribe
script (l)	write	script, transcript, scripture
sect (l)	cut	section, dissect, intersect, sect
sed (l)	settle	sedative, sediment, sedentary, sedate
sens (l)	feel	sensation, sense, sensitive, sensible, sensory
sent (l)	feel	consent, sentimental, dissent, assent
serv (l)	save, keep	conserve, preserve, reserve, reservoir
serv (l)	serve	serve, servant, service, servile
*sign (l)	mark	signature, signal, significant, insignia
sim (l)	like	similar, simultaneous, simulate, simile
sist (l)	stand	consist, resist, subsist, assist
sol (l)	alone	solo, solitary, desolate, soliloquy
solv (l)	loosen	dissolve, solve, solvent, resolve
son (l)	sound	sonar, sonata, sonnet, unison, sonorous
soph (g)	wise	philosopher, sophomore, sophisticated, sophist
*spec (l)	see	inspect, suspect, respect, spectator, spectacle
spir (l)	breathe	respiration, inspire, spirit, perspire, conspirator
sta (l)	stand	station, status, stabile, stagnant, statue, stationary
stell (l)	star	stellar, constellation
stimu (l)	goad	stimulate, stimulus, stimulant
strict (l)	draw tight	strict, restrict, constrict, stricture
struct (l)	build	structure, construct, instruct, destruction
sum (l)	highest	summit, summary, sum, summons
surg (l)	rise	surge, insurgent, resurgent
surr (l)	rise	resurrect, insurrection, resurrection
tact (l)	touch	tactile, intact, contact, tact
tain (l)	hold	retain, contain, detain, attain
tang (l)	touch	tangible, tangent, intangible
ten (l)	hold	tenacious, tenure, tenant, retentive, tenable
ten (l)	stretch	tendon, tendency, tension, tent, tense
term (l)	end	terminal, determine, exterminate
terr (l)	land	territory, terrain, terrestrial, terrace
tex (l)	weave	text, texture, textile, context
the (g)	god	theology, atheism, monotheism, polytheism, pantheism
*therm (g)	heat	thermometer, thermal, thermostat, thermos
tort (l)	twist	torture, contort, retort, tort
*tract (l)	pull, drag	tractor, attract, subtract, traction
trib (l)	give	contribute, tribute, tributary, attribute
trud (l)	push	intrude, protrude, intruder
trus (l)	push	abstruse, intrusive, obtrusive

ROOT	MEANING	EXAMPLES
turb (l)	confusion	disturb, turbulent, perturb, turbine, turbid
*urb (l)	city	urban, suburb, urbane, suburban
*vac (l)	empty	vacant, vacation, vacuum, evacuate, vacate
vag (l)	wander	vagrant, vague, vagabond, vagary
var (l)	different	vary, invariable, variant, variety
ven (l)	come	convene, convention, advent, invent, venue
ver (l)	truth	verdict, verify, verity, aver, veracity
ver (l)	turn	convert, reverse, versatile, introvert
vict (l)	conquer	victory, victim, conviction
*vid (l)	see	video, evidence, provide, providence
vinc (l)	conquer	convince, invincible
voc (l)	voice	vocal, advocate, evocation, convocation
void (l)	empty	devoid, avoid, void, voided
vol (l)	wish, will	volition, volunteer, voluntary, benevolent, malevolent
*volv (l)	roll	revolve, involve, evolve, revolver, revolution
vor (l)	eat	carnivorous, voracious, herbivorous, omnivorous



See also List 40, Phobia and Cide Word Families; List 41, -Ology Word Family; Lists 42 and 43, Prefixes; and List 44, Suffixes.

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SECTION V

Phonics



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46. Initial Consonant Sounds

The following are all the beginning consonant sounds for either words or syllables. They constitute what some linguists call the "onset" for the syllable. The rest of the syllable must have a vowel or a vowel plus a consonant (a vowel plus a consonant is called a phonogram or rime, see List 47). For words that use these initial consonant sounds see List 48, Phonics Example Words.

SINGLE CONSONANTS

b	h	n	v
c	j	p	w
d	k	r	y
f	l	s	z
g	m	t	

CONSONANT DIGRAPHS

ch
sh
th (voiced)
th (voiceless)
wh (hw blend)

CONSONANT BLENDS

(r family)	(l family)	(s family)	(3 letter)	(no family)
br	bl	sc	scr	tw
cr	cl	sk	squ	
dr	fl	sm	str	
fr	gl	sn	thr	
gr	pl	sp	spr	
pr	sl	st	spl	
tr		sw	shr	
wr			sch	

IMPORTANT EXCEPTIONS

qu = /kw/ blend as in "quick"
(the letter "q"
never used without "u")
ph = /f/ sound as in "phone"
c = /s/ before i, e or y,
as in "city"
c = /k/ before a, o, or u, as in "cat"
g = /j/ before i, e, or y, as in "gem"
g = /g/ before a, o, or u, as in "good"
x = /ks/ blend as in "fox"
s = /z/ sound at the end
of some words - "is"

RARE EXCEPTIONS

ch = /k/ as in "character"
ch = /s/ as in "chef"
ti = /sh/ as in "attention"
s = /sh/ as in "sure"
x = /gz/ as in "exact"

SILENT CONSONANTS

gn = /n/ as in "gnat"
kn = /n/ as in "knife"
wr = /r/ as in "write"



See also List 47, Phonograms, and List 48, Phonics Example Words.

47. Phonograms

As teachers, we found it hard to get a good list of phonograms, so we decided to build our own using many teacher lists and a rhyming dictionary. We think this is the most complete one in existence. A phonogram is usually a vowel sound plus a consonant sound, but it is often less than a syllable, hence less than a word—it needs an initial consonant or blend to make it a word. These are useful for all kinds of games and drills in reading and spelling. Phonograms, or “rimes” as some linguists call them, have been used in teaching reading since Colonial times and are currently used in regular classrooms, remedial reading, ESL, and adult literacy instruction. Since syllable rimes also include just vowel endings like -ay in “say” or -ea in “tea,” we have included some of them in this list. The phonograms in this list are all in one-syllable words; however, the same phonograms appear in many polysyllable words.*

-ab (ă)	-ack (ă)	-ad (ă)	spade	wag	-ail (ā)	drain
cab	back	bad	trade	brag	bail	grain
dab	hack	cad		crag	fail	plain
gab	Jack	dad	-aff (ă)	drag	Gail	slain
jab	lack	fad	gaff	flag	hail	Spain
lab	Mack	gad	chaff	shag	jail	sprain
nab	pack	had	quaff	slag	mail	stain
tab	quack	lad	staff	snag	nail	strain
blab	rack	mad		stag	pail	train
crab	sack	pad	-aft (ă)	swag	quail	
drab	tack	sad	daft		rail	
flab	black	tad	raft	-age (ā)	sail	-aint (ā)
grab	clack	Brad	waft	cage	tail	faint
scab	crack	Chad	craft	gage	wail	paint
slab	knack	clad	draft	page	flail	saint
stab	shack	glad	graft	rage	frail	taint
	slack	shad	shaft	sage	snail	quaint
-ace (ā)	smack		-ag (ă)	wage	trail	
face	snack	-ade (ā)	bag	stage	-ain (ā)	
lace	stack	bade	gag		lain	-air (ā)
mace	track	fade	hag	-aid (ā)	main	fair
pace	whack	jade	hag	laid	pain	hair
race		made	jag	maid	rain	lair
brace	-act (ă)	wade	lag	paid	vain	pair
grace	fact	blade	nag	raid	wain	chair
place	pact	glade	rag	braid	brain	flair
space	tact	grade	sag	staid	chain	stair
trace	tract	shade	tag			

*Technical note: Some people might argue that combinations like “-aw” as in “saw” or “-ay” as in “say” are technically not phonograms because they end in a vowel sound and don’t have a consonant sound at the end. We have included them, however, because they have a consonant letter and they might be useful to teachers in teaching reading or spelling. Vowel combinations like “aw” without consonants are “rimes.” The criteria for selecting these phonograms is that they appear in three or more not-obscure single-syllable words. Most of these phonograms (rimes) appear in many more polysyllable words.

-aise (ā)	calk talk walk chalk stalk	-ame (ā)	-ance (ā)	sang tang clang slang sprang twang	sap tap yap chap clap flap scrap slap snap strap trap wrap	-are (ār)
raise braise chaise praise		came dame fame game lame name same tame blame flame frame shame	dance lance chance France glance prance stance trance		bare care dare fare hare mare pare rare ware blare flare glare scare share snare spare square stare	
-ait (ā)	-all (ô)		-anch (ā)	-ank (ā)		
bait gait wait strait trait	ball call fall gall hall mall pall tall wall small squall stall	-amp (ā)	ranch blanch branch stanch	bank dank hank lank rank sank tank yank blank clank crank drank flank Frank plank prank shank spank stank thank	-ape (ā)	
-ake (ā)		camp damp lamp ramp tamp vamp champ clamp cramp scamp stamp tramp	-and (ā)		cape gape nape rape tape drape grape scrape shape	-arge (ā)
bake cake fake Jake lake make quake rake take wake brake drake flake shake snake stake	-alt (ô)		band hand land sand bland brand gland stand strand			barge large charge
	halt malt salt	-am (ā)	-ane (ā)		-ar (ā)	-ark (ā)
		cam dam ham jam Pam ram Sam tam yam clam cram dram gram scram sham slam swam tram	bane cane Jane lane mane pane sane vane wane crane plane		bar car far jar mar par tar char scar spar star	bark dark hark lark mark park Clark shark spark stark
-ale (ā)		-an (ā)	-ant (ā)	-ant (ā)		
bale dale gale hale male pale sale tale scale shale stale whale		ban can Dan fan man pan ran tan van bran clan flan plan scan span than	can't pant rant chant grant plant scant slant			
			-ang (ā)	-ap (ā)	-ard (ā)	-arm (ā)
			bang fang gang hang pang rang	cap gap lap map nap pap rap	bard card guard hard lard yard shard	farm harm charm
-alk (ô)						-arn (ā)
balk						barn darn yarn

-arp (ă)	-asm (ă)	rat	naught	-awl (ô)	pray	thread
carp	chasm	sat	taught	bawl	slay	tread
harp	plasm	tat	fraught	brawl	spray	
tarp	spasm	vat		crawl	stay	-ead (ē)
sharp		brat	-aunch (ô)	drawl	stray	bead
	-asp (ă)	chat	haunch	shawl	sway	lead
		drat	launch	scrawl	tray	read
-art (ă)	gasp	flat	paunch	trawl		knead
cart	hasp	scat			-aze (ā)	plead
dart	rasp	slat				
mart	clasp	spat	-aunt (ô)	-awn (ô)	daze	-eak (ē)
part	grasp	that	daunt	dawn	faze	beak
tart			gaunt	fawn	gaze	leak
chart	-ast (ă)	-atch (ă)	haunt	lawn	haze	peak
smart	cast	batch	jaunt	pawn	maze	teak
start	fast	catch	taunt	yawn	raze	weak
	last	hatch	flaunt	brawn	blaze	bleak
-ase (ā)	mast	latch		drawn	craze	creak
base	past	match	-ave (ā)	prawn	glaze	freak
case	vast	patch	cave	spawn	graze	sneak
vase	blast	scratch	Dave			speak
chase		thatch	gave	-ax (ă)	-ea (ē)	squeak
	-aste (ā)		pave	lax	pea	streak
-ash (ă)	baste	-ate (ā)	rave	Max	sea	tweak
bash	haste	date	save	tax	tea	
cash	paste	fate	wave	wax	flea	-eal (ē)
dash	taste	gate	brave	flax	plea	deal
gash	waste	hate	crave			heal
hash	chaste	Kate	grave	-ay (ā)	-each (ē)	meal
lash		late	shave	bay	beach	peal
mash	-ass (ă)	mate	slave	day	leach	real
rash	bass	rate	stave	gay	peach	seal
sash	lass	crate		hay	reach	teal
brash	mass	grate	-aw (ô)	jay	teach	veal
clash	pass	plate	caw	lay	bleach	zeal
flash	brass	skate	gnaw	may	breach	squeal
slash	class	state	jaw	nay	preach	steal
smash	glass		law	pay	screech	
stash	grass	-ath (ă)	paw	quay		-ealth (ē)
thrash		bath	raw	ray	-ead (ē)	health
trash	-at (ă)	lath	saw	say	dead	wealth
	bat	math	claw	way	head	stealth
-ask (ă)	cat	path	draw	bray	lead	
ask	fat	wrath	flaw	clay	read	-eam (ē)
cask	gnat		slaw	cray	bread	beam
mask	hat	-aught (ô)	squaw	fray	dread	ream
task	mat	caught	straw	gray	spread	seam
flask	pat			play		

cream	feast	Fred	greed	jeep	heft	-elt (ĕ)
dream	least	shed	speed	keep	left	belt
gleam	yeast	shred	steed	peep	cleft	felt
scream		sled	treed	seep	theft	knelt
steam	-eat (ē)	sped	tweed	weep		melt
stream	beat			cheep	-eg (ē)	pelt
team	feat	-edge (ĕ)	-eek (ē)	creep	beg	welt
	heat	hedge	leek	sheep	keg	dwelt
-ean (ē)	meat	ledge	meek	sleep	leg	smelt
bean	neat	wedge	peek	steep	meg	
dean	peat	dredge	reek	sweep	peg	-em (ē)
Jean	seat	pledge	seek			gem
lean	bleat	sledge	week	-eer (ē)	-eigh (ā)	hem
mean	cheat		cheek	beer	neigh	stem
wean	cleat	-ee (ē)	creek	deer	weigh	them
clean	pleat	bee	Greek	jeer	sleigh	
glean	treat	fee	sleek	leer		
-eap (ē)	wheat	knee		peer	-eld (ĕ)	-en (ĕ)
heap	-eave (ē)	lee	-eel (ē)	queer	held	Ben
leap	heave	see	feel	seer	meld	den
reap	leave	tee	heel	sneer	weld	hen
cheap	weave	wee	keel	steer		Ken
	cleave	flee	kneel		-ell (ĕ)	men
-ear (ē)	sheave	free	peel	-eet (ē)	bell	pen
dear		glee	reel	beet	cell	ten
fear	-eek (ĕ)	tree	creel	feet	dell	yen
gear	deck	-eech (ē)	steel	meet	fell	glen
hear	heck	beech	wheel	fleet	hell	then
near	neck	leech		greet	jell	when
rear	peck	breech	-eem (ē)	sheet	knell	wren
sear	check	screech	deem	skeet	Nell	
tear	fleck	speech	seem	sleet	sell	-ence (ĕ)
year	wreck		teem	street	tell	fence
clear		-eed (ē)	-een (ē)	sweet	well	hence
shear		deed	keen	tweet	yell	whence
smear	-ed (ĕ)	feed	queen	-eeze (ē)	dwelt	
spear	bed	heed	seen	breeze	quell	-ench (ĕ)
	fed	kneed	teen	freeze	shell	bench
-ear (ĕ)	led	need	green	sneeze	smell	wench
bear	Ned	reed	preen	squeeze	spell	clench
pear	red	seed	screen	tweeze	swell	drench
wear	Ted	weed	sheen	wheeze		French
swear	wed	bleed			-elp (ĕ)	quench
	bled	breed	-eep (ē)		help	stench
-east (ē)	bred	creed	beep	-eft (ĕ)	kelp	trench
beast	fled	freed	deep	deft	yelp	wrench

-end (ɛ)	-erġe (ũ)	guest	brew	kick	-ie (i)	knife
bend	merge	jest	chew	lick	die	life
end	serġe	lest		Nick	fie	rife
fend	verġe	nest	-ex (ɛ)	pick	lie	wife
lend		pest	hex	quick	pie	strife
mend	-erk (ũ)	rest	sex	Rick	tie	
rend	jerk	test	vex	sick	vie	-iff (i)
send	clerk	vest	flex	tick		miff
tend		west		wick	-ied (i)	tiff
vend	-erm (ũ)	zest	-ey (ā)	brick	died	cliff
wend	berm	blest	hey	chick	lied	skiff
blend	germ	chest	gray	click	dried	sniff
spend	term	crest	prey	flick	fried	whiff
trend	sperm	quest	they	slick	tried	
		wrest	whey	stick		-ift (i)
-ense (ɛ)	-ern (ũ)	-et (ɛ)	-ib (i)	thick	-ief (ē)	gift
dense	fern	bet	bib	trick	brief	lift
sense	tern	get	fib		chief	rift
tense	stern	jet	jib	-id (i)	grief	sift
		let	rib	bid	thief	drift
-ent (ɛ)	-erve (ũ)	met	crib	did		shift
bent	nerve	net	glib	hid	-ield (ē)	swift
cent	serve	pet		kid	field	thrift
dent	verve	set	-ibe (i)	lid	yield	
gent	swerve	wet	jibe	mid	shield	-ig (i)
Kent		yet	bribe	quid		big
lent	-esh (ɛ)	Chet	scribe	rid	-ier (i)	dig
rent	mesh	fret	tribe	grid	brier	fig
sent	flesh	whet		skid	crier	gig
tent	fresh		-ice (i)	slid	drier	jig
vent		-etch (ɛ)	dice		flier	pig
went	-ess (ɛ)	fetch	lice	-ide (i)	-ies (i)	rig
scent	Bess	retch	mice	bide	dies	wig
spent	guess	sketch	nice	hide	lies	brig
	less	wretch	rice	ride	pies	sprig
-ep (ɛ)	mess		vice	side	ties	swig
pep	bless	-ew (ũ)	price	tide	cries	twig
rep	chess	dew	slice	wide	dries	
prep	dress	few	splice	bride	flies	-igh (i)
step	press	hew	thrice	chide	fries	high
	tress	Jew	twice	glide	skies	nigh
-ept (ɛ)		knew		pride	tries	sigh
kept	-est (ɛ)	new	-ick (i)	slide		thigh
wept	best	pew	Dick	snide	-ife (i)	
crept		blew	hick	stride	knight	
slept					light	
swept						

might	fill	trim	-inch (i)	fling	-ip (i)	hire
night	gill	whim		sling	dip	tire
right	hill			spring	hip	wire
sight	ill	-ime (i)	cinch	sting	lip	spire
tight	Jill	dime	pinch	string	nip	-irk (er)
blight	kill	lime	winch	swing	quip	quirk
bright	mill	mime	clinch	thing	rip	shirk
flight	pill	time	flinch	wring	sip	smirk
fright	quill	chime	-ind (i)	-inge (i)	tip	
plight	rill	clime	bind	binge	zip	
slight	sill	crime	find	hinge	blip	-irt (er)
	till	grime	hind	singe	chip	dirt
-ike (i)	will	prime	kind	tinge	clip	flirt
bike	chill	slime	mind	cringe	drip	shirt
dike	drill		rind	fringe	flip	skirt
hike	frill	-imp (i)	wind	twinge	grip	squirt
like	grill	limp	blind		ship	
Mike	skill	chimp	grind	-ink (i)	skip	-irth (er)
Pike	spill	crimp		kink	slip	birth
spike	still	primp	-ine (i)	link	snip	firth
strike	swill	skimp	dine	mink	strip	girth
	thrill	blimp	fine	pink	trip	mirth
-ild (i)	trill		line	rink	whip	
mild	twill	-in (i)	mine	sink	-ipe (i)	-ise (i)
wild		bin	nine	wink	pipe	guise
child	-ilt (i)	din	pine	blink	ripe	rise
	gilt	fin	tine	brink	wipe	wise
-ile (i)	jilt	gin	vine	chink	gripe	
bile	hilt	kin	wine	clink	snipe	-ish (i)
file	kilt	pin	brine	drink	stripe	dish
mile	tilt	sin	shine	shrink	swipe	fish
Nile	wilt	tin	shrine	slink	tripe	wish
pile	quilt	win	spine	stink	-ir (er)	swish
tile	stilt	chin	swine	think	fir	
vile		grin	whine	-int (i)	sir	-isk (i)
smile	-im (i)	shin		hint	stir	disk
stile	dim	skin	-ing (i)	lint	whir	risk
while	him	spin	bing	mint		brisk
	Jim	thin	ding	tint	-ird (er)	frisk
-ilk (i)	Kim	twin	king	glint	bird	whisk
bilk	rim		ping	print	gird	
milk	Tim	-ince (i)	ring	splint	third	-isp (i)
silk	vim	mince	sing	sprint		lisp
	brim	since	wing	squint	-ire (i)	wisp
-ill (i)	grim	wince	zing	stint	fire	crisp
bill	prim	prince	bring			
dill	slim		cling			
	swim					

-iss (i)	rite	-oak (ō)	fob	plod	toil	stole
hiss	site	soak	gob	prod	spoil	whole
kiss	white	cloak	job	shod	broil	
miss	write	croak	knob	trod		
bliss	sprite		lob		-oin (oy)	-oll (ō)
Swiss		-oal (ō)	mob	-ode (ō)	coin	poll
	-ive (i)	coal	rob	code	join	roll
-ist (i)	dive	foal	sob	lode	loin	toll
fist	five	goal	blob	mode	groin	droll
list	hive	shoal	glob	node		knoll
mist	jive		slob	rode	-oist (oy)	scroll
wrist	live	-oam (ō)	snob	strode	foist	stroll
grist	chive	foam			hoist	troll
twist	drive	loam	-obe (ō)	-oe (ō)	joist	
	strive	roam	lobe	doe	moist	-olt (ō)
-it (i)	thrive		robe	foe		doll
bit		-oan (ō)	globe	hoe	-oke (ō)	loll
fit		Joan	probe	Joe	coke	moll
hit	-ix (i)	loan		toe	joke	
kit	fix	moan	-ock (ō)	woe	poke	-olt (ō)
knit	mix	groan	dock		woke	bolt
lit	six		hock	-og (ō)	yoke	colt
pit		-oar (ō)	knock	bog	broke	jolt
quit	-o (ū)	boar	lock	cog	choke	moit
sit	do	roar	mock	dog	smoke	volt
wit	to	soar	rock	fog	spoke	
flit	who		sock	hog	stoke	
grit		-oast (ō)	tock	jog	stroke	-ome (ō)
skit		boast	block	log		dome
slit	-o (ō)	coast	clock	tog	-old (ō)	home
spit	go	roast	crock	clog	bold	Nome
split	no	toast	flock	flog	cold	Rome
twit	so		frock	frog	fold	tome
	pro	-oat (ō)	shock	grog	gold	gnome
-itch (i)		boat	smock	slog	hold	chrome
bitch	-oach (ō)	coat	stock	smog	mold	
ditch	coach	goat		-ogue (ō)	old	
hitch	poach	moat	-od (ō)	brogue	sold	-ome (ū)
pitch	roach	bloat	cod	rogue	told	come
witch	broach	gloat	God	vogue	scold	some
switch		float	mod			
	-oad (ō)	throat	nod	-oil (oy)	-ole (ō)	-omp (ū)
-ite (i)	goad		pod	boil	dole	pomp
bite	load	-ob (ō)	rod	coil	hole	romp
kite	road	Bob	sod	foil	mole	chomp
mite	toad	cob	Tod	soil	pole	stomp
quite			clod		role	

-on (ũ)	zoo	bloom	scoot	-ore (ô)	sort	blot
son	shoo	broom	shoot	bore	short	clot
ton		gloom		core	snort	plot
won	-ood (û)	groom	-op (ô)	fore	sport	shot
	good		bop	gore	-ose (ô)	slot
-ond (ô)	hood	-oon (ü)	cop	more	hose	spot
bond	wood	coon	hop	pore	nose	trot
fond	stood	loon	mop	sore	pose	
pond		moon	pop	tore	rose	-otch (ô)
blond	-ood (û)	noon	sop	wore	chose	botch
frond	food	soon	top	chore	close	notch
	mood	croon	chop	score	prose	blotch
-one (ô)	brood	spoon	crop	shore	those	crotch
bone		swoon	drop	snore		Scotch
cone	-oof (oo)		flop	spore	-oss (ô)	
hone	goof	-oop (ü)	plop	store	boss	-ote (ô)
lone	roof	coop	prop	swore	loss	note
tone	proof	hoop	shop		moss	quote
zone	spoo	loop	slop	-ork (ô)	toss	rote
clone		droop	stop	cork	cross	vote
crone	-ook (ü)	scoop		fork	floss	wrote
drone	book	sloop	-ope (ô)	pork	gloss	
phone	cook	snoop	cope	York		-oth (ô)
prone	hook	stoop	dope	stork	-orm (ô)	moth
shone	look	swoop	hope		dorm	broth
stone	nook	troop	lope		form	cloth
	took		mope	-ost (ô)	norm	froth
-ong (ô)	brook	-oor (oo)	nope	cost	storm	sloth
bong	crook	poor	pope	lost		
dong	shook	boor	rope	frost	-ost (ô)	-ouch (ou)
gong		moor	grope		host	couch
long	-ool (ü)	spoor	scope	-orn (ô)	most	pouch
song	cool		slope	born	post	vouch
tong	fool	-oose (ü)		corn	ghost	crouch
prong	pool	goose	-orch (ô)	horn	-ot (ô)	grouch
strong	tool	loose	porch	morn	cot	slouch
thong	drool	moose	torch	torn	dot	
wrong	school	noose	scorch	worn	got	-oud (ou)
	spool			scorn	hot	loud
-oo (ü)	stool	-oot (ü)		shorn	jot	cloud
boo		boot	-ord (ô)	sworn	knot	proud
coo	-oom (ü)	hoot	cord	thorn	lot	
goo	boom	loot	ford		not	-ough (ü)
moo	doom	moot	lord	-ort (ô)	pot	rough
poo	loom	root	chord	fort	rot	tough
too	room	toot	sword	Mort	tot	slough
woo	zoom			port		

-ought (ô)	mouse	know	-own (ô)	-ube (oo)	-ue (ü)	nuke
bought	rouse	low	known	cube	cue	puke
fought	souse	mow	mown	rube	due	fluke
ought	blouse	row	sown	tube	hue	-ule (oo)
sought	grouse	sow	blown		Sue	mule
brought	spouse	tow	flown	-uck (ũ)	blue	pule
thought		blow	grown	buck	clue	rule
	-out (ou)	crow	shown	duck	flue	yule
-ould (ù)	bout	flow	thrown	luck	glue	
could	gout	glow		muck	true	-ulk (ũ)
would	lout	grow	-owse (ou)	puck		bulk
should	pout	show	dowse	suck	-uff (ũ)	hulk
	rout	slow	browse	tuck	buff	sulk
-ounce (ou)	tout	snow	drowse	Chuck	cuff	
bounce	clout	stow		cluck	huff	-ull (ũ)
pounce	flout		-ox (ô)	pluck	muff	cull
founce	grout	-ow (ou)	box	shuck	puff	dull
trounce	scout	bow	fox	stuck	ruff	gull
	shout	cow	lox	struck	bluff	hull
-ound (ou)	snout	how	pox	truck	fluff	lull
bound	spout	now		-ud (ũ)	gruff	lull
found	sprout	row	-oy (oi)	bud	scuff	mull
hound	stout	sow	boy	cud	sluff	skull
mound	trout	vow	coy	dud	snuff	
pound		brow	joy	mud	stuff	-ull (ù)
round	-outh (ou)	chow	Roy	spud		bull
sound	mouth	plow	soy	stud	-ug (ũ)	full
wound	south	prow	toy	thud	bug	pull
ground		scow	play		dug	
	-ove (ô)	-owl (ou)	-ub (ũ)	-ude (ü)	hug	-um (ũ)
-oup (oo)	cove	fowl	cub	dude	jug	bum
soup	wove	howl	dub	nude	lug	gum
croup	clove	jowl	hub	rude	mug	hum
group	drove	growl	nub	crude	pug	mum
stoup	grove	prowl	pub	prude	rug	rum
	stove	scowl	rub		tug	sum
-our (ou)	trove		sub	-udge (ũ)	chug	chum
hour		-own (ou)	tub	budge	drug	drum
sour	-ove (ũ)	down	club	fudge	plug	glum
flour	dove	gown	drub	judge	shrug	plum
scour	love	town	flub	nudge	slug	scum
	glove	brown	grub	drudge	smug	slum
-ouse (ou)	shove	clown	scrub	grudge	snug	strum
douse		crown	shrub	sludge	thug	swum
house	-ow (ô)	drown	snub	smudge		
louse	bow	frown	stub	trudge	-uke (oo)	-umb (ũ)
				duke		dumb

numb	-unch (ũ)	flunk	curl	lush	shut	-y (ĩ)
crumb	bunch	plunk	furl	mush	slut	by
plumb	hunch	shrunk	hurl	rush	smut	my
thumb	lunch	skunk	purl	blush	strut	cry
-ume (oo)	munch	slunk	churl	brush	-utch (ũ)	dry
fume	punch	spunk	knurl	crush	Dutch	fly
flume	brunch	stunk	-urn (er)	flush	hutch	fry
plume	crunch	trunk	burn	plush	clutch	ply
spume	-une (ũ)	-unt (ũ)	turn	slush	crutch	pry
-ump (ũ)	June	bunt	churn	thrush	-ute (ũ)	shy
bump	tune	hunt	spurn	-uss (ũ)	cute	sky
dump	prune	punt	-urse (er)	buss	jute	sly
hump	-ung (ũ)	runt	curse	cuss	lute	spy
jump	dung	blunt	nurse	fuss	mute	spry
lump	hung	grunt	purse	muss	brute	try
pump	lung	shunt	-ust (ũ)	truss	chute	why
rump	rung	-up (ũ)	-urt (er)	-ust (ũ)	flute	-ye (ĩ)
chump	sung	cup	curt	bust	-utt (ũ)	aye
clump	clung	pup	hurt	dust	butt	dye
frump	flung	sup	blurt	gust	mutt	eye
grump	slung	-ur (er)	spurt	just	putt	lye
plump	sprung	cur	-us (ũ)	lust		rye
slump	stung	fur	bus	must		
stump	strung	blur	pus	rust		
thump	swung	slur	plus	crust		
trump	wrung	spur	thus	thrust		
-un (ũ)	-unk (ũ)	-ure (oo)	-use (oo)	-ut (ũ)		
bun	bunk	cure	fuse	but		
fun	dunk	lure	muse	cut		
gun	funk	pure	ruse	gut		
nun	hunk	sure	-ush (ũ)	hut		
pun	junk	-url (er)	gush	jut		
run	punk	burl	hush	nut		
sun	sunk			rut		
shun	chunk			Tut		
spun	drunk			glut		
stun						



See also List 46, Initial Consonant Sounds; and List 48, Phonics Example Words.

48. Phonics Example Words

This is an important list at the heart of phonics instruction. It alphabetically lists 99 single phonemes (speech sounds) and consonant blends (usually two phonemes), and it gives example words for each of these, often for their use in the beginning, middle, and end of words. These example words are also common English words, many taken from the list of Instant Words. This list solves the problem of coming up with a good common word to illustrate a phonics principle for lessons and worksheets.

A VOWEL SOUND: SHORT A

INITIAL

and
at
as
after
an

add
act
adjective
answer
ask

am
animal
ant
ax
Africa

MEDIAL

that
can
had
back
last

has
than
man
hand
plant

began
stand
black
happen
fast



apple

A VOWEL SOUND: LONG A—OPEN SYLLABLE RULE

INITIAL

able
acre
agent
apron
Asia
apex
April

MEDIAL

paper
lady
baby
radio
crazy
labor

lazy
flavor
tomato
navy
station
basic

label
equator
relation
vapor
enable
volcano

vibration
basis
hazy
potato
ladle
vacation



table

A—E VOWEL SOUND: LONG A—FINAL E RULE

INITIAL

ate
able
acre
age
ache
ale

ape
ace

MEDIAL

make
made
face
same
came
state

late
tale
place
name
wave
space

table
gave
base
plane
game
shape

baseball
spaceship
tablecloth
racetrack
shapeless



cake

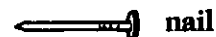
AI VOWEL SOUND: LONG A**INITIAL**

aim
aid
ailment
ail

MEDIAL

rain
train
wait
tail
chain
jail

mail	claim	obtain	faint
pain	detail	paid	grain
sail	explain	remain	rail
strait	fail	wait	
afraid	gain	plain	
brain	main	laid	



nail

AY VOWEL SOUND: LONG A**MEDIAL**

always
mayor
layer
crayon
maybe

gayly
haystack
wayside
payment
rayon

jaywalk
player
daylight

FINAL

day
say
away
play
may
today

pay
gray
bay
stay
birthday
highway

repay
anyway
way
pray
lay
gay



hay

A VOWEL SOUND: SCHWA**INITIAL**

about
above
ago
alone
America
alike

appear
away
again
ahead
another
agree

MEDIAL

several
national
senator
thousand
magazine
breakfast

canvass
familiar
career
purchase
compass
diagram

FINAL

antenna
algebra
alfalfa
banana

china
comma
idea



announce

AL VOWEL SOUND: BROAD O**INITIAL**

all
always
also
already
almost
although

altogether
alternate
altar
albeit
almanac
almighty

MEDIAL

talk
walk
chalk
salt
false
falter

scald
walnut
fallen

FINAL

call
tall
fall
overall
hall
small

baseball
wall
stall
recall



ball

AU VOWEL SOUND: BROAD O**INITIAL**

August
author
autumn
auditorium
autograph
audience

Australia
autoharp
auction
auburn
auxilliary
automatic

audible
authentic
auditor

MEDIAL

because
caught
laundry
haul
daughter
fault
cause
dinosaur
sauce
caution
exhaust
fraud



auto

launch
faucet
sausage
overhaul

AW VOWEL SOUND: BROAD O**INITIAL**

awful
awkward
awning
awe
awl
awfully

MEDIAL

lawn
drawn
lawyer
hawk
lawful

yawn
tawny
drawer
shawl
bawl

crawl
squawk
scrawl

FINAL

law
jaw
draw
straw
thaw
taw
paw
claw
flaw
gnaw
caw



saw

AR VOWEL SOUND: AIR SOUND**INITIAL**

area

MEDIAL

January
dictionary
vary
primary
secretary
canary
daring

February
tiara
parent
wary
careful
scare
scarcely

declare
beware
flare

FINAL

care
rare
aware
share
spare
bare
dare
fare
stare
glare
welfare
hare
square



library

AR VOWEL SOUND: AR SOUND**INITIAL**

are
arm
army
art
artist
arctic

argument
article
arch
armor
ark
arbor

MEDIAL

card
March
farm
hard
part
large

garden
start
dark
yard
party

FINAL

car
far
bar
jar
tar
mar
par
scar



star

B CONSONANT SOUND: REGULAR**INITIAL**

be
by
boy
been
box
big

back
but
because
below
before
better

MEDIAL

number
problem
remember
object
probably

subject
baby

FINAL

tub
cab
rob
cub
rib
verb
job
club
rub
grab
adverb
bulb



book

BL CONSONANT SOUND: BL BLEND**INITIAL**

black
blue
bleed
blood
blind

blame
bloom
blossom
blond
blade

blank
blast
blend
blue
blot

blink
blur
blow
blanket
bleach

MEDIAL

oblige
emblem
tumbler
nosebleed
ablaze
nimble
obliterate
grumbling
oblivious
gambler
rambling



block

BR CONSONANT SOUND: BR BLEND**INITIAL**

bread
break
brick
broad
brother
brown

bring
breath
branch
bright
broken
brave

brush
breeze
bridge
brain
brass
breakfast

MEDIAL

library
umbrella
celebrate
vibrate
abroad
daybreak
cobra
membrane
outbreak
zebra

algebra
embrace
lubricate



broom

C CONSONANT SOUND: REGULAR (K SOUND)**INITIAL**

can
come
came
camp
color
could

call
country
cut
car
cold
carry

MEDIAL

because
picture
American
second

across
become
quickly

FINAL

back
rock
sick
lock
kick
music
check
stick
black
pick
thick
electric



cat

C CONSONANT SOUND: S SOUND**INITIAL**

cent
circle
cycle
circus
center
cell

certain
civil
ceiling
celebrate
cereal
cinder

cigar
cyclone
cellar
cease

MEDIAL

face
since
pencil
fancy
ice
concert

decide
Pacific
percent
precise
process
sincere

acid
dancing
peaceful



city

CH CONSONANT SOUND: CH DIGRAPH**INITIAL**

children
church
change
chance
cheer
check

chief
chart
chin
chest
chain
chase

MEDIAL

pitcher
attached
purchase
merchant

searching
stretched
exchange

FINAL

which
each
much
such
teach
rich

catch
branch
touch
inch
reach
watch



chair

CL CONSONANT SOUND: CL BLEND**INITIAL**

clean
cloth
clay
claim
club

clear
class
clap
claws
clerk

clever
cliff
close
cloud
clues

climb
click

MEDIAL

enclose
include
cyclone
exclaim
exclude

eclipse
acclaim
conclude
reclaim
declare

disclose
decline
proclaim
incline



clock

CR CONSONANT SOUND: CR BLEND**INITIAL**

cry
crack
crowd
crash
cream

crew
crazy
cross
crow
create

cried
crops
crayon
creek
crown

cruel
credit

MEDIAL

across
secret
increase
microscope
democrat

aircraft
sacred
concrete
disease
decree

recruit
scarecrow
screen



crab

D CONSONANT SOUND: REGULAR**INITIAL**

do
day
did
dear
down
deep

does
door
done
different
during
don't

MEDIAL

study
under
idea
body

order
Indians
didn't

FINAL

and
good
had
said
red
would
find
need
did
old
around
end



dog

DR CONSONANT SOUND: DR BLEND**INITIAL**

dry
draw
drug
drove
drop
dress

dream
dragon
drill
drink
drive
drew

drift
drama
drain
drip
drench
droop

MEDIAL

address
hundred
children
dandruff
cathedral

undress
withdraw
daydream
eardrum
laundry

hydrogen
laundress
redress
dewdrop



drum

E VOWEL SOUND: SHORT E**INITIAL**

end
egg
every
extra
enemy

empty
energy
explain
enjoy
engine

ever
edge
enter
elf
else

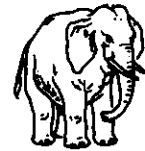
MEDIAL

when
then
get
left

let
them
very
tell

set
went
help
well

men
spell
next
red



elephant

E VOWEL SOUND: LONG E—OPEN SYLLABLE RULE**INITIAL**

even
equal
ether
evil
ecology

MEDIAL

cedar
demon
secret
Negro
zebra

meter
prefix
react
area
female

being
recent
legal
really
depot

FINAL

me
he
she

we
be
maybe



Egypt

EE VOWEL SOUND: LONG E

INITIAL	MEDIAL	FINAL			
eel	sleep	seem	see	bee	fee
erie	green	teeth	three	degree	spree
	keep	sweet	tree	flee	referee
	street	week	free	knee	
	feet	screen	agree	glee	
	wheel	fifteen			
	feel				



deer

EA VOWEL SOUND: LONG E

INITIAL			MEDIAL			FINAL
eat	eager	ease	neat	leaf	sea	
each	easel	eaves	read	feast	tea	
east	Easter	easily	least	peach	flea	
easy	eaten		beat	meat	plea	
eagle	eastern		clean	weak	pea	
			deal	peanut		



peach

EA VOWEL SOUND: SHORT E SOUND

MEDIAL					
head	breath	feather	meadow	threaten	heaven
heavy	dear	death	pleasant	treasure	dread
ready	ahead	measure	spread	weapon	pleasure
thread	breakfast	instead	heading	weather	widespread
steady	already	leather	sweat	overhead	gingerbread
dead					



bread

E VOWEL SOUND: SCHWA

INITIAL					MEDIAL		
efface	effective	happen	scientist	fuel	label	11	eleven
effect	efficient	problem	item	given	absent		
efficiency		hundred	united	level	agent		
erratic		arithmetic	quiet	heaven	hundred		
essential		children	diet	even	often		
erroneous		calendar	different	happen			

E VOWEL SOUND: SILENT**MEDIAL**

sometimes
careful
statement
safety
movement
moreover

homework
lifetime
something
evening

FINAL

are
one
there
come
little
like
were
before
here
came
these
some
make
time
more
people
place
sentence

because
write
home



whale

ER VOWEL SOUND: R SOUND**MEDIAL**

camera
allergy
bakery
wonderful
dangerous

afternoon
liberty
operate
federal
battery

FINAL

her
mother
over
other
were
better
sister
under
after
water
another
baker
wonder
ever
offer
river
winter
liver
shower
lower



letter

F CONSONANT SOUND: REGULAR**INITIAL**

for
first
find
four
funny
food

father
face
family
follow
far
few

MEDIAL

after
before
often
careful
different
Africa
beautiful

FINAL

if
half
myself
off
leaf
himself
chief
stuff
brief
cliff
itself
wolf



fish

FL CONSONANT SOUND: FL BLEND**INITIAL**

flower
flat
flight
flew
fly
float

floor
flavor
flood
flute
flame
flash

fleet
flow
flap
flock
fling
flip

flea
fluffy

MEDIAL

afflict
inflict
conflict
influence
aflame
snowflake
inflamm
afloat
reflect
inflate
inflexible



flag

FR CONSONANT SOUND: FR BLEND**INITIAL**

free
from
front
friend
Friday
fry

frost
frank
freshman
frame
fresh
fraction

fruit
freedom
frozen
France
freighter
fragile

frisky

MEDIAL

afraid
affront
befriend
bullfrog
carefree
confront

defraud
infringe
leapfrog
refrain
refresh
infrequent



frog

G CONSONANT SOUND: REGULAR**INITIAL**

go
good
got
gave
girl
get

gun
game
gas
gift
gone
garden

MEDIAL

again
ago
began
sugar
wagon
signal

segment
regular
figure

FINAL

dog
big
egg
leg
fig
flag

frog
pig
log
bag



gate

G CONSONANT SOUND: J SOUND**INITIAL**

gem
giraffe
gentlemen
geography
generous
gently

gym
gypsy
ginger
gelatin
germ
general

gesture
genius
genuine
generate

MEDIAL

danger
energy
region
engine
original
vegetable
oxygen

FINAL

change
large
bridge
age

page
village
huge
strange



giant

GL CONSONANT SOUND: GL BLEND**INITIAL**

glad
globe
glow
glory
glove

glisten
gloom
glue
glum
glamour

glare
glass
glade
gleam
glee

glider
glimpse
glitter
glance
glaze

MEDIAL

eyeglass
jingling
spyglass
smuggling
wiggling

hourglass
bugler
angler
mangling
singly



glass

GR CONSONANT SOUND: BLEND**INITIAL**

grade
great
grow
grew
grass
gray

grand
green
ground
group
grab
grain

grant
grin
gradual
grandfather
gravity

MEDIAL

hungry
angry
congress
agree
degree
engrave

Negro
program
regret
degrade

disgrace
fragrant
outgrow
engross



grapes

GH: SILENT CONSONANTS**MEDIAL**

daughter
might
brighter
throughout
highway

eighth
night
neighbors
fight
thoroughly

delight
light
right
sight
tight

thought
fought
bought
caught
taught

FINAL

high
sigh
bough
through
weigh
though

sleigh
although
plough
dough
neigh



eight

H CONSONANT SOUND: REGULAR**INITIAL**

he
had
have
her
him
how

help
here
happy
home
hard
has

half
his
hen
hero
hide
hill

high
hit
house

MEDIAL

behind
ahead
unhappy
behave
overhead
autoharp

rehearse
behold
unhook
ahoy



hand

I VOWEL SOUND: SHORT I**INITIAL**

in
is
if
into
inch

it
invent
important
insect
instead

ill
include
India
isn't
inside

MEDIAL

with
did
this
little
which
him

will
big
still
give
his

different
until
miss
begin
city



Indian

I VOWEL SOUND: LONG I—OPEN SYLLABLE RULE**INITIAL**

I
idea
I'll
iris
I'm
item

MEDIAL

icy	bicycle	pilot	variety	title
Irish	tiny	quiet	dinosaur	spider
iodine	silent	triangle	giant	diagram
Iowa	rifle	climate	lion	China
ivory				



iron

I—E VOWEL SOUND: LONG I—FINAL E RULE**INITIAL**

idle
ire
isle
I've

MEDIAL

five	fire	nine	mile	drive
white	write	bite	size	wire
ride	life	like	wide	mine
time	side	line	describe	wife



ice

IR VOWEL SOUND: R SOUND**MEDIAL**

girl
first
third
shirt
dirt

skirt
birthday
thirsty
affirm
circle

thirteen
girth
birth
circus
thirty

shirk
mirth
confirm
Virginia
firm

circuit
girdle
stirrup
dirty

FINAL

fir
sir
stir
tapir
whir
astir



girl

J CONSONANT SOUND: REGULAR**INITIAL**

just
jump
January
jaw
July

jet
job
joke
joy
juice

June
jungle
junior
jacket
join

MEDIAL

object
enjoy
subject
major
banjo
adjective

project
adjust
dejected
overjoyed
adjoin
reject

unjust
majesty
majority
rejoice



jar

K CONSONANT SOUND: REGULAR

INITIAL		MEDIAL		FINAL	
kind	kiss	monkey	market	like	work
key	kitten	broken	packing	make	mark
kill	kid	turkey	stroking	book	speak
king	kettle	worker		look	milk
keep	kick			cake	bank
kin	keen			cook	break



kite

KN CONSONANT SOUND: N

INITIAL					MEDIAL
knee	knelt	knack	knockout	knell	unknown
knew	knit	kneel	knickers	kneecap	doorknob
know	knock	knapsack	knothole	knives	penknife
knowledge	knight	knob	knoll	knotty	acknowledge
knot	knuckle	knead	knave	known	knick knack
					knock-kneed



knife

L CONSONANT SOUND: REGULAR

INITIAL		MEDIAL		FINAL	
little	large	only	really	will	oil
like	last	below	follow	all	tell
long	line	along	family	girl	until
look	learn	children		school	spell
live	left			shall	well
land	light			small	vowel



letter

M CONSONANT SOUND: REGULAR

INITIAL		MEDIAL		FINAL	
me	more	number	important	from	farm
my	mother	American	example	them	room
make	move	something	family	am	arm
much	must	complete		seem	team
many	made			warm	form
may	men			him	bottom



man

N CONSONANT SOUND: REGULAR**INITIAL**

not
no
new
night
next
now

name
number
need
never
near
next

MEDIAL

many
under
answer
country

until
any
animal

FINAL

in
on
can
when
an
then

man
even
own
open
been
than



nut

NG CONSONANT SOUND: NG**MEDIAL**

slingshot
lengthen
longing
kingdom
youngster

gangster
singer
hanger
gangplank
gangway

FINAL

sing
bring
thing
going
swing

long
song
gang
hang
young

bang
lung
wing
ring
fling

spring
strong
fang
hung
string
wrong



king

O VOWEL SOUND: SHORT O**INITIAL**

odd
olive
opposite
oxen
October
opportunity

opera
oxygen
operate
on
occupy

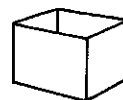
MEDIAL

not
box
hot
stop
body

fox
drop
pop
pot
clock

follow
got
problem
top
product

rock
bottom
copy
job
cannot



box

O VOWEL SOUND: LONG O—OPEN SYLLABLE RULE**INITIAL**

open
over
obey
ocean
Ohio

odor
omit
oboe
okra

MEDIAL

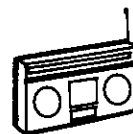
October
program
Roman
moment
poem
total
broken

FINAL

go
no
so
hello
ago
also
auto

zero
cargo
piano
Negro
potato
hero

echo
volcano



radio

O—E VOWEL SOUND: LONG O—FINAL E RULE

INITIAL	MEDIAL				
owe	home	rode	whole	rose	stove
	those	nose	slope	spoke	awoke
	hope	stone	bone	smoke	phone
	note	joke	tone	drove	
	alone	globe	pole	vote	

**OA VOWEL SOUND: LONG O**

INITIAL	MEDIAL				
oak	coat	toast	approach	croak	coal
oat	soap	goat	loaf	soak	toad
oath	road	goal	groan	cloak	moan
oatmeal	coast	loan	foam	roach	throat
oaf	load	float	roast	boast	coach

**OW VOWEL SOUND: LONG O**

INITIAL	MEDIAL	FINAL			
own	bowl	crowbar	show	follow	mow
owe	stowaway	bowling	low	tomorrow	glow
owing	snowball	mower	slow	throw	know
owner	towboat		snow	blow	crow
			row	grow	arrow
			yellow	flow	borrow

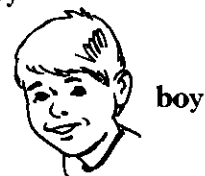
**OW VOWEL SOUND: OU DIPHTHONG**

MEDIAL	FINAL				
down	crown	towel	how	somehow	endow
town	cowboy	powder	now	eyebrow	vow
brown	power	tower	cow	bow	prow
flower	vowel	chowder	plow	scow	avow
crowd	downward	shower	allow	sow	snowplow



OY VOWEL SOUND: OI DIPHTHONG

INITIAL	MEDIAL	FINAL			
oyster	royal	joyous	toy	decoy	convoy
	voyage	disloyal	joy	newsboy	envoy
	loyal	loyalty	enjoy	annoy	corduroy
	boycott	enjoyment	employ	soy	
	annoying	joyful	destroy	vicero	
	employer	boyish	coy	Troy	
	boyhood		cowboy	alloy	



boy

O VOWEL SOUND: SCHWA

INITIAL		MEDIAL		FINAL
other	oblige	mother	action	kimono
original	obstruct	money	canyon	
official	oppose	atom	weapon	
observe	occasion	second	period	
opinion	oppress	nation	mission	
objection	opossum	method	riot	



violin

OI VOWEL SOUND: OI DIPHTHONG

INITIAL		MEDIAL			
oilcloth	join	broil	coil	sirloin	joint
oilwell	point	spoil	moisture	disappoint	embroider
oily	voice	avoid	exploit	toil	typhoid
ointment	coin	poison	doily	void	
	choice	boil	soil	broiler	
	noise	turmoil	rejoice		



oil

OU VOWEL SOUND: OU DIPHTHONG

INITIAL		MEDIAL		FINAL
out	outer	hour	aloud	doubt
our	outline	sound	found	count
ounce	outside	about	council	boundary
oust	outlook	around	ground	
ourselves	outcry	round	loud	
outdoors	outfield	scout	cloud	
ouch		amount	mountain	



house

O VOWEL SOUND: BROAD O**INITIAL**

off
office
officer
often
on
offer

onto
offset
offspring
onward
onset
oncoming

offhand
offshore
ostrich

MEDIAL

soft
log
long
along
cost
across

wrong
cloth
toss
coffee
strong
song

moth
frost
cross
belong



dog

OR VOWEL SOUND: OR SOUND**INITIAL**

or
order
ore
orbit
orchestra
ordinary

Oregon
organ
ordinary
oral
orchard
orchid

MEDIAL

short
horn
fork
forget
born
cord

score
form
before
horse
story
important

corner
store
north
force

FINAL

for
more
nor



fork

OO VOWEL SOUND: 1-DOT U, OR SHORT OO**MEDIAL**

look
good
hook
afoot
hood
motherhood

took
wood
rook
hoof
crook

foot
stood
soot
cookie
nook

shook
goodbye
lookout
football
wooden

brook
wool
notebook
understood
neighborhood

cook
dogwood
rookie
handbook
overlook



book

OO VOWEL SOUND: 2-DOT U, OR LONG OO**INITIAL**

ooze

MEDIAL

soon
school
room
food
shoot
smooth
pool

tooth
cool
goose
troop
fool
boot
tool

mood
roof
loose
balloon
noon

FINAL

too
zoo
shampoo
woo
coo
tattoo
kangaroo

bamboo
cuckoo
boo
igloo



moon

P CONSONANT SOUND: REGULAR**INITIAL**

put
people
page
pair
part
picture

point
piece
pass
person
paper
pull

MEDIAL

open
example
paper
important
upon

perhaps
happy

FINAL

up
sleep
jump
help
stop
group

ship
top
step
map
deep
drop



pencil

PH CONSONANT SOUND: F**INITIAL**

photo
phonics
phrase
physical
physician
pheasant

phase
phantom
phonetic
pharmacy
phoenix
phenomenon

MEDIAL

alphabet
orphan
nephew
sulphur
geography

cellophane
emphasis
gopher
graphic
trophy
sophomore

FINAL

photograph
phonograph
autograph
paragraph

telegraph
graph
triumph



telephone

PL CONSONANT SOUND: PL BLEND**INITIAL**

play
plant
plain
please
plow
plus

place
plan
plane
planets
plastic
platform

player
pleasant
plot
plank
plug

MEDIAL

supply
multiply
employ
reply
perplex
imply

display
explain
supplying
surplus

airplane
applaud
apply
complain



plate

PR CONSONANT SOUND: PR BLEND**INITIAL**

pretty
price
press
prize
print

president
prince
program
practice
prepare

present
problem
produce
property
provide

probably
prove
pray
products

MEDIAL

surprise
April
improve
apron
express

approach
approximate
appropriate
impression



propeller

Q CONSONANT SOUND: KW SOUND**INITIAL**

quart
quite
question
quick
quit
queer

quiet
quack
quail
quake
quilt
quiz

quote
quill
quality

MEDIAL

square
equal
squirrel
frequent
require
equation

liquid
equipment
equator
equivalent
squash
earthquake

squirm
sequence
squeak
inquire



queen

R CONSONANT SOUND: REGULAR**INITIAL**

run
red
right
ran
read
rat

rest
ride
road
rock
room
rod

MEDIAL

very
part
word
around

large
story
form

FINAL

our
their
for
year
dear
your

other
over
water
her
after
near



ring

S CONSONANT SOUND: REGULAR**INITIAL**

some
so
see
said
soon
set

sound
say
sentence
side
same
sea

MEDIAL

also
person
answer
himself

question
inside
system

FINAL

this
us
likes
makes
yes
miss

less
across
its
gas
bus
perhaps



saw

S CONSONANT SOUND: Z SOUND**MEDIAL**

music
easy
busy
those
because
desert

observe
museum
present
result
season
poison

please
cheese
wise
these

FINAL

is
as
was
his
has
ours

odds
says
suds
yours
tongs
days

news
hers
does



eyes

SC CONSONANT SOUND: SC BLEND**INITIAL**

score
school
screen
scratch
scarf
scar
scatter
scholar
scout
scare
scramble
scrape

scream
scallop
screw
scared
scab

scoop
scrub

MEDIAL

describe
telescope
description
microscope
nondescript
unscrew

inscribe
unscramble
microscopic
unscrupulous
telescoping
descriptive



scale

SH CONSONANT SOUND: DIGRAPH**INITIAL**

she
shall
show
ship
short
shape
shot
shirt
shell
sheet
shop
shut

MEDIAL

dashed
splashing
sunshine
worship
fisherman
ashes
friendship

FINAL

wish
wash
fish
push
finish
fresh
rush
dish
crash
bush
flash
establish



shoe

SK CONSONANT SOUND: SK BLEND**INITIAL**

sky
skin
skill
skunk
skirt
skip
skeleton
skull
skid
sketch
ski
skim

skillet
skirmish
skinny
skylark
skeptic

MEDIAL

outskirts
askew
muskrat
numskull
rollerskate
muskmelon
masked

FINAL

desk
task
ask
brisk
mask
husk
dusk



skate

SL CONSONANT SOUND: SL BLEND**INITIAL**

slow
sleep
slept
slip
slid
slap
sled
slave
sleeve
slant
slice
slight

slope
slam
slate
slipper
sleet
slim

sly
slash
slab
sleek
slimy

MEDIAL

asleep
landslide
onslaught
enslave
bobsled
manslaughter

oversleep
snowslide
grandslam
nonslip



slide

SM CONSONANT SOUND: SM BLEND**INITIAL**

smile
smooth
smell
small
smart
smother

smash
smear
smith
smolder
smack
smog

smock
smoky
smudge
smuggle
smug
smitten

smote
smokestack
smelt
smite
smithy
smoker

smuggler
smattering
smorgasbord



smoke

MEDIAL

blacksmith
gunsmith
silversmith
locksmith

SN CONSONANT SOUND: SN BLEND**INITIAL**

snow
snowball
snare
sneeze
snore
snug

snuggle
snip
snarl
snap
snack
snail

snapshot
sneak
snatch
sneakers
sneer

sniff
sniffle
snipe
snob
snoop

snooze
snorkel
snort
snout
snub

snuff
snowman
sniper
snowy



snake

SP CONSONANT SOUND: SP BLEND**INITIAL**

sports
space
speak
spring
spread
special

speed
spell
spot
spin
spoke
spare

spider
spend
spark

MEDIAL

inspect
respect
respond
despise
unspeakable
respectful

despair
inspire
despite

FINAL

clasp
crisp
gasp
grasp
wasp
lisp
wisp



spoon

ST CONSONANT SOUND: ST BLEND**INITIAL**

stop
step
stay
state
still
store

story
street
stand
star
study
strong

stick
stone
stood

MEDIAL

instead
destroy
restore
westward
haystack
destruction

restless
poster
tasty

FINAL

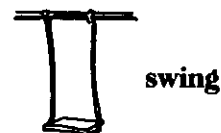
best
cast
dust
fast
least
past
west



stamp

SW CONSONANT SOUND: SW BLEND**INITIAL**

swim	switch	sweet	swollen	swampy	swarthy
swell	swallow	swift	sway	swirl	swat
swept	swung	swan	swine	swarm	swerve
sweat	swam	swagger	swoop	swear	sworn
sweater	swamp	swap	swindle	swelter	swish
sweep					

**T CONSONANT SOUND: REGULAR****INITIAL**

to	took	city	later	not	what
two	table	into	sentence	at	set
take	ten	water	until	it	part
tell	talk	after		out	got
too	today			get	put
time	told			but	want

**TH CONSONANT SOUND: TH DIGRAPH VOICELESS****INITIAL**

thank	thought	something	toothbrush	with	truth
think	thread	author	python	both	death
thing	threw	nothing		ninth	south
third	thumb	athlete		worth	fifth
thirty	thunder	faithful		cloth	bath
thick	threat	bathtub		teeth	

**TH CONSONANT SOUND: TH DIGRAPH VOICED****INITIAL**

the	though	mother	weather	smooth
that	thus	other	gather	
them	thy	brother	breathing	
they	thence	father	rhythm	
this	their	although	farther	
there	then	bother	leather	
than	thou	clothing	northern	
these		either		



TR CONSONANT SOUND: TR BLEND**INITIAL**

track
tractor
train
trade
truly
try

trick
travel
tree
trim
trip
true

trouble
trap
trail
triangle
traffic

MEDIAL

extra
electric
central
attract
entry
subtract

control
sentry
waitress
contract
patron
contrast

country
patrol



truck

TW CONSONANT SOUND: TW BLEND**INITIAL**

twelve
twenty
twice
twig

twirl
twine
tweed
twilight

twinkle
twist
twitter
twitch

twinge
twang
twentieth
tweet

twelfth
twill
twiddle

MEDIAL

between
entwine
untwist
intertwine



twins

U VOWEL SOUND: SHORT U**INITIAL**

up
us
under
until
ugly
uncle

unhappy
upon
usher
unusual
uproar
upset

unless
umpire

MEDIAL

but
run
much
just
cut
funny

number
must
study
hundred
sudden
sun

such
hunt
summer
jump
gun



umbrella

U VOWEL SOUND: LONG U—OPEN SYLLABLE RULE**INITIAL**

unit
united
Utah
uniform
universe
usual
university

MEDIAL

unify
unique
utilize

future
human
valuable
humor
January
pupil
community

humid
museum
continuous
fuel
bugle
cubic
communicate

FINAL

fugitive
funeral
beautiful
unusual
musician
puny
menu

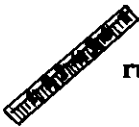


music

U VOWEL SOUND: 1-DOT U**MEDIAL**

bullet	bush	cushion	bull's-eye	pulpit	bulldog		bull
full	bushel	ambush	bushy	fully	armful		
pull	sugar	bulletin	pullet	bullfrog	bully		
push	pudding	handful	pushcart	fulfill	bullfight		
put	butcher	pulley	bulldozer	bulwark	output		

U VOWEL SOUND: 2-DOT U**MEDIAL**

June	flute	tune	punctuation	revolution	tuna		ruler
July	prune	conclusion	constitution	ruby	influence		
truth	parachute	tube	duty	prudent	solution		
junior	cruel	February	nutrition	situation	rhubarb		
rule	numeral	aluminum	reduce	ruin	truly		
crude							

UR VOWEL SOUND: R SOUND**INITIAL****MEDIAL****FINAL**

urn	turn	purple	further	fur	spur		church
urban	burn	hurt	purpose	sulfur	cur		
urchin	hurry	turkey	burst	murmur	bur		
urge	curl	curb	surf	concur			
urgent	Thursday	nurse	turtle	occur			
	purse	surface		slur			

V CONSONANT SOUND: REGULAR**INITIAL****MEDIAL****FINAL**

very	vowel	over	however	give	live		Valentine
visit	van	even	cover	five	move		
voice	verb	never	several	love	above		
vote	vase	river		gave	leave		
view	violin			twelve	wave		
vest	valley			have	believe		

W CONSONANT SOUND: REGULAR**INITIAL**

we
with
will
was
work

water
way
were
word
week

would
wave
win
woman
wait

MEDIAL

away
reward
forward
want
sandwich

awake
aware
unwind
highway
backyard

halfway
sidewalk
upward
midway
tapeworm



window

WH CONSONANT SOUND: WH DIGRAPH (HW BLEND)**INITIAL**

when
what
which
whether
where

white
while
why
wheat
whale

whip
whisper
whistle
wheeze
wharf

whiskey
whack
whiff
whimper
whiz

MEDIAL

awhile
bobwhite
overwhelm
somewhat
everywhere
meanwhile

buckwheat
cartwheel
somewhere
anywhere
nowhere



wheel

WR CONSONANT SOUND: R SOUND**INITIAL**

write
writing
written
wrote
wrong
wrap

wrestle
wrist
wreath
wring
wreck
wren

wretch
wrinkle
wrapper
wrathful
wreckage
wriggle

wrung
wry
wrangle

MEDIAL

awry
rewrite
handwriting
unwrap
playwright
shipwreck

typewriter
monkeywrench
typewritten



wrench

X CONSONANT SOUND: KS SOUND**MEDIAL**

Mexico
Texas
mixture
extremely
sixty
expert

explain
axis
oxen
extra
excuse
exclaim

FINAL

fox
ax
six
tax
ox

fix
relax
next
mix
prefix

complex
index
lax
hex
lox

vex
wax
sex
perplex



box

Y CONSONANT SOUND: REGULAR**INITIAL**

you
year
yellow
yes
yell
young

youth
yawn
yard
yet
your

yam
yank
yak
yodel
yacht

yew
yeast
yen
yolk
yonder

MEDIAL

lawyer
canyon
beyond
courtyard
barnyard

vineyard
papaya
dooryard
stockyard
backyard

**yarn****Y VOWEL SOUND: LONG E****MEDIAL**

anything
babysit
everyone
ladybug
bodyguard
copying
everything

FINAL

very
any
many
pretty
only
funny

happy
lady
story
family
study
every

country
city
really
body
usually
easy

early
money
quickly
heavy
ready
energy

**baby****Y VOWEL SOUND: LONG I SOUND****MEDIAL**

myself
nylon
cycle
dying
style

type
lying
rhyme
python
hyena

FINAL

my
by
why
buy
cry

sky
July
fry
apply
pry

shy
defy
dry
ally
spy

reply
sly
deny

**fly****Z CONSONANT SOUND: REGULAR****INITIAL**

zero
zoo
zone
zest
zenith
zigzag
zinc

MEDIAL

lazy
crazy
puzzle
dozen
magazine
realize

citizen
frozen
breeze
grazing
organize
seize

size
freeze
prize

FINAL

quiz
whiz
buzz
fizz
fuzz
jazz
adz

**zebra**

See also List 46, Initial Consonant Sounds; List 47, Phonograms; and List 49, Phonically Irregular Words.

49. Phonically Irregular Words

As every reading teacher knows, there are many words that do not follow regular phonics rules. Here are two such groups of common words. The first group contains common words with silent consonants. The second group contains common words with other types of phonic irregularities. Clearly, these are words that students need to be taught to recognize as sight words.

WORDS WITH SILENT CONSONANTS

The following words with silent consonants were taken from List 4, Instant Words. The words are listed in order of frequency, with those that are most frequent listed first. Two types of consonants that could be considered silent were *not* included in this list: (1) double consonants, where the second consonant adds nothing to the sound of the first (example, *all*); and (2) consonant digraphs (example, *ch*, *th*, *ph*, and *gh* pronounced as "f").

would	light	listen	window	design
write	thought	quickly	edge	straight
could	might	scientists	sign	stick
know	often	known	snow	caught
back	night	island	bright	sight
through	walk	brought	although	eight
right	enough	though	couldn't	science
answer	watch	check	catch	adjective
should	talk	picked	climbed	stretched
high	knew		wrote	bought
				track

WORDS WITH OTHER PHONIC IRREGULARITIES

a	earth	have	off	something	water
again	enough	heard	old	sure	were
any	example	kind	on	the	what
are	eyes	learn	once	their	where
become	father	live	one	there	who
been	few	many	only	they	women
both	find	measure	other	to	words
color	four	most	people	today	work
come	friends	mother	picture	two	world
country	from	mountain	piece	usually	you
do	give	move	said	want	young
does	great	of	some	was	your
door	group				

See also List 94, Spelling Demons—Elementary.

50. Sound Awareness Books

Here are some books that are particularly useful for encouraging sound recognition and production. For example, what sound do you hear at the beginning of "cat"? What sound do you hear at the end of "cat"? In any event, these books that play with sounds in language can be a lot of fun.

Allen, Pamela. (1983) *Bertie and the Bear*. New York: Putnam.

Barrett, Judy. (1980) *Animals Should Definitely Not Act Like People* and (1974) *Animals Should Definitely Not Wear Clothing*. New York: Macmillan.

Degen, Bruce. (1983) *Jamberry*. New York: Harper.

Hoberman, Mary A. (1982) *A House Is a House for Me*. New York: Penguin.

Hutchins, Pat. (1982) *Don't Forget the Bacon!* New York: Penguin and (1977) *Follow That Bus!* New York: Knopf.

Leedy, Loreen. (1989) *Pingo the Plaid Panda*. New York: Holiday House.

Peet, Bill. (1983) *No Such Things* and *Zella, Zack, and Zodiac*. Boston: Houghton Mifflin.

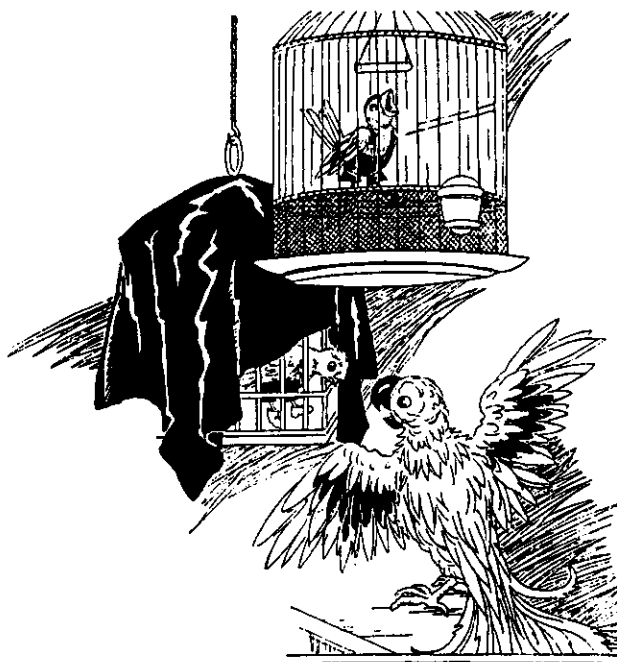
Pomerantz, Charlotte. (1987) *How Many Trucks Can a Tow Truck Tow?* New York: Random House.

Seuss, Dr. (1987) *I Am Not Going to Get Up Today!* and (1972) *Marvin K. Mooney, Will You Please Go Now!* New York: Random House.

Shaw, Nancy. (1986) *Sheep in a Jeep* and (1989) *Sheep on a Ship*. Boston: Houghton Mifflin.

Terban, Marvin. (1984) *I Think I Thought*. Boston: Houghton Mifflin.

Wadsworth, Olive A. (1986) *Over in the Meadow*. New York: Penguin.



51. Speech Sound Development

Oral speech sounds (phonemes) develop slowly over five or six years. Here is a chart showing the age at which 75 percent of children had mastered each spoken phoneme.

CONSONANTS SYLLABLE POSITION					VOWELS AND DIPHTHONGS			CONSONANT BLENDS			
IPA*	Conventional	Age	Age	Age	IPA	Conventional	Age	Blend	Age	Blend	Age
m		2	2	3	i	Long E	Me	pr-	5		
n		2	2	3	ɪ	Short I	Is	br-	5		
ŋ	(ng) sing	—	3	nt**	e	Short E	Met	tr-	5		
p		2	2	4	æ	Short A	At	dr-	5	sl-	6
b		2	2	3	ʌ	Short U	Up	kr-	5	sw-	5
t		2	5	3	ə	Schwa	Alone	gr-	5	rw-	5
d		2	3	4	ɑ	Broad A	Father	fr-	5	kw-	5
k		3	3	4	ɔ	Broad O	Off	θr-	6	-ŋk	4
g		3	3	4	ʊ	Short OO	Look	pl-	5	-ŋg	5
r		5	4	4	u	Long OO	Moon	bl-	5	-mp	3
l		4	4	4				kl-	5	-nt	4
f		3	3	3	ju	Long U	Use	gl-	5	-nd	6
v		5	5	4				fl-	5	spr-	5
θ	(th voiceless) thin	5	nt	nt				-ld	6	spl-	5
ɣ	(th voiced) this	5	5	nt				-lk	5	str-	5
s		5	5	5	ou	Long O	Go	-lf	5	skr-	5
z		5	3	3	au	Ou	Out	-lv	5	skw-	5
ʃ	(sh) shoe	5	5	5	eɪ	Long A	May	-lz	5	-ns	5
ʒ	(zh) measure	nt	5	nt	əl	Long I	Ice	sm-	5	-ps	5
h		2	nt	—	ɔɪ	OI	Boy	sn-	5	-ts	5
		5	nt	—				sp-	5	-mz	5
w		2	2	—				st-	5	-nz	5
j	(y) yes	4	4	—				-st	6	-ŋz	5
tʃ	(ch) chief	5	5	4				sk-	5	-dz	5
dʒ	(j) just	4	4	6				-ks	5	-gz	5

*IPA stands for International Phonetic Alphabet. **Not tested.

52. English Sounds Not Used In Other Languages

Some sounds are used in English, but are not parts of other languages. Students whose primary language is not English may have difficulty pronouncing words that use these sounds. To master them, students will need to practice recognizing the sounds in words they hear, then pronouncing the sounds.

LANGUAGE	ENGLISH SOUNDS NOT USED IN THE LANGUAGE							
Spanish	dg	j	sh	th	z			
Chinese	b	ch	d	dg	g	oa	sh	
	s	th	th	v	z			
French	ch	ee	j	ng	oo	th	th	
Greek	aw	ee	i	oo	schwa			
Italian	a	ar	dg	h	i	ng	th	
	th	schwa						
Japanese	dg	f	i	th	th	oo	v	
	schwa							

53. Problem English Sounds For ESL Students

Some English sounds are difficult for students whose primary language is not English. It will help to practice pronouncing these sounds in initial, final, and medial positions in English words. Use the Phonics Example Words, Major Phonograms, and Minor Phonograms for practice.

LANGUAGE	PROBLEM SOUNDS										
Spanish	b	d	dg	h	j	m	n	ng	r	sh	
	t	th	v	w	y	z	s-clusters				
	end clusters										
Chinese	b	ch	d	dg	f	g	j	l	m	n	ng
	ô	sh	s	th	th	v	z	l-clusters			
	r-clusters										
French	â	ch	ē	h	j	ng	oo	oy	s	th	
	th	s	schwa								
Italian	a	ar	dg	h	i	ng	th	th	v	schwa	
	l-clusters end clusters										
Japanese	dg	f	h	i	l	th	th	oo	r	sh	
	s	v	w	schwa	l-clusters	r-clusters					
Korean	b	l	ô	ow	p	r	sh	t	th		
	l-clusters r-clusters										

For further information, consult *The ESL Teacher's Book of Lists* (Prentice Hall, 1993) by Jacqueline Kress.

SECTION VI

Comprehension



1

54. Signal Words

These are words that the author uses to tell us how to read. Signal words help us to understand how information is organized and provide clues about what is important. Teach signal words one group at a time. Give your students a few examples from a category and have them add others as they run across them in their reading. In terms of schema theory, signal words tell the reader about the enabling schema, story grammar, or structure. Note that signal words are independent of the content; they can be used with any kind of article or story.

1. Continuation Signals (*Warning—there are more ideas to come.*)

and	also	another
again	and finally	first of all
a final reason	furthermore	in addition
last of all	likewise	more
moreover	next	one reason
other	secondly	similarly
too	with	

2. Change-of-Direction Signals (*Watch out—we're doubling back.*)

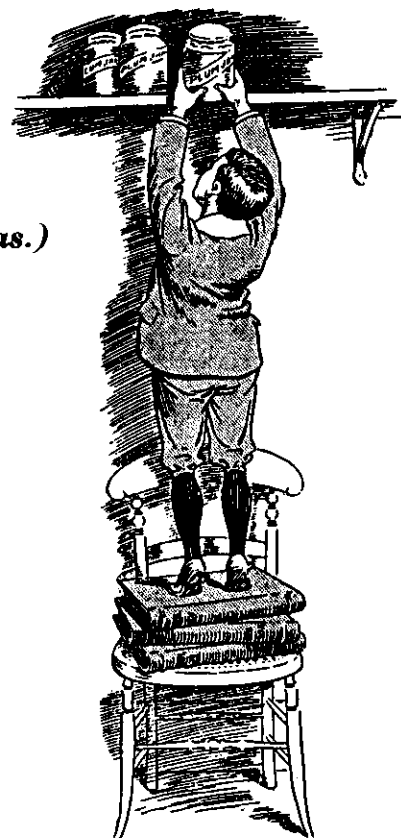
although	but	conversely
despite	different from	even though
however	in contrast	instead of
in spite of	nevertheless	otherwise
the opposite	on the contrary	on the other hand
rather	still	yet
while	though	

3. Sequence Signals (*There is an order to these ideas.*)

first, second, third	A, B, C
in the first place	for one thing
then	next
before	now
after	while
into (<i>far into the night</i>)	until
last	during
since	always
o'clock	on time
later	earlier

4. Time Signals (*When is it happening?*)

when	immediately	now
lately	already	little by little
at the same time	final	after awhile
once	during	



5. Illustration Signals (*Here's what that principle means in reality.*)

for example	specifically
for instance	to illustrate
such as	much like
in the same way as	similar to

6. Emphasis Signals (*This is important.*)

a major development	it all boils down to
a significant factor	most of all
a primary concern	most noteworthy
a key feature	more than anything else
a major event	of course
a vital force	pay particular attention to
a central issue	remember that
a distinctive quality	should be noted
above all	the most substantial issue
by the way	the main value
especially important	the basic concept
especially relevant	the crux of the matter
especially valuable	the chief outcome
important to note	the principal item

7. Cause, Condition, or Result Signals (*Condition or modification is coming up.*)

because	if	of
for	from	so
while	then	but
that	until	since
as	whether	in order that
so that	therefore	unless
yet	thus	due to
resulting from	consequently	without

8. Spatial Signals (*This answers the "where" question.*)

between	below	about	left	alongside
here	outside	around	close to	far
right	over	away	side	near
near	in	into	beside	
middle	next to	beyond	north	
east	on	opposite	over	
south	there	inside	in front of	
under	these	out	behind	
across	this	adjacent	above	
toward	west	by	upon	

9. Comparison-Contrast Signals (*We will now compare idea A with idea B.*)

and	or	also
too	best	most
either	less	less than
more than	same	better
even	then	half
much as	like	analogous to
but	different from	still
yet	however	although
opposite	rather	while
though		

10. Conclusion Signals (*This ends the discussion and may have special importance.*)

as a result	consequently	finally
from this we see	in conclusion	in summary
hence	last of all	therefore

11. Fuzz Signals (*Idea is not exact, or author is not positive and wishes to qualify a statement.*)

almost	if	looks like
maybe	could	some
except	should	alleged
nearly	might	reputed
seems like	was reported	purported
sort of	probably	

12. Nonword Emphasis Signals

exclamation point (!)

underline

italics

bold type

subheads, like *The Conclusion*

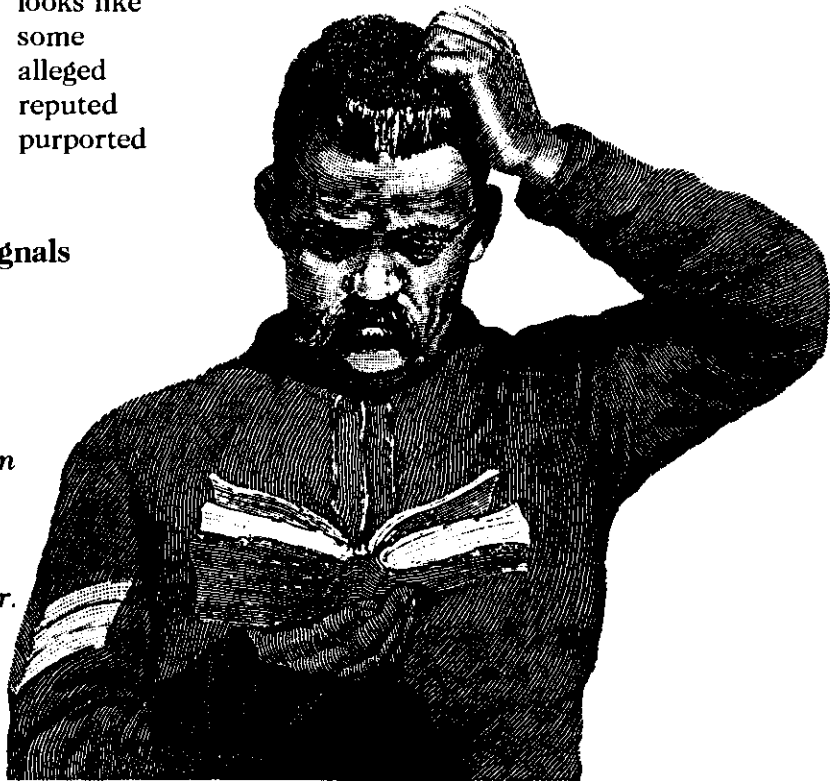
indentation of paragraph

graphic illustrations

numbered points (1, 2, 3)

very short sentence: *Stop war.*

"quotation marks"



See also List 75, Test and Workbook Words; and List 77, Important Modifiers.

55. Propaganda Techniques

These persuasion devices are often used in advertising and political campaigning. Teach your students to be critical readers and listeners by being alert to these attempts to mold their choices and viewpoints.

Bandwagon. Using the argument that because everyone is doing it, you should, too. *Last year 30 million winners switched to AIR-POPS athletic shoes. Isn't it time you did, too?*

Card Stacking. Telling only one side of the story as though there is no opposing view. *This tape is specially designed to give the best audio playback money can buy.* (No mention is made that the tape wears out very quickly and is expensive.)

Exigency. Creating the impression that your action is required immediately or your opportunity will be lost forever. *Saturday and Sunday only! It's your last chance to get a really great deal on Camp jeans.*

Flag Waving. Connecting the person, product, or cause with patriotism. *Me drink foreign beer? Never! I drink Bot Beer—American all the way.*

Glittering Generality. Using positive or idealistic words based on a detail or minor attribute to create an association in the reader's mind between the person or object and something that is good, valued, and desired. *Ron's been on the varsity team for all four years—you couldn't find a better team player or a more sportsmanlike young man.*

Innuendo. Causing the audience to become wary or suspicious of the product, person, or cause by hinting that negative information may be being kept secret. *Other products claim they can handle the big, grimy, once-a-year cleaning jobs like a garage floor. Think what they will do to the no-wax finish on your kitchen floor where your baby plays.*

Name Calling. Using negative or derogatory words to create an association in the reader's mind between the person or object and something that is bad, feared, or distasteful. *Do you really want a mob-linked mayor?*

Plain Folks. Using a person who represents the "typical" target of the ad to communicate to the target audience the message that because we are alike and I would use/buy/believe this, you should, too. *If you're a sinus sufferer like me, take extra-strength Azap. It helps me. It'll help you, too.*

Prestige Identification. Showing a well-known person with the object, person, or cause in order to increase the audience's impression of the importance or prestige of the object, person, or cause. *We treat our hotel guests like stars (the ad shows a celebrity walking into the hotel).*

Red Herring. Highlighting a minor detail as a way to draw attention away from more important details or issues. *The XT399—the only sports car available in 32 eye-catching colors.*

Snob Appeal. Associating the product, person, or cause with successful, wealthy, admired people to give the audience the idea that if they buy or support the same things, they will also be one of the "in-crowd." *There really isn't a better racket (man in tennis clothes holding a racket in front of a very elegant country club building).*

Testimonial. Using the testimony or statement of someone to persuade you to think or act as he or she does. *I'm a doctor, and this is what I take when I have a headache.*

Transfer. Linking a known personal goal or ideal with a product or cause in order to transfer the audience's positive feelings to the product or cause. *Buy Pino in the biodegradable box and help end water pollution.*



See also List 58, Comprehension Skills.

56. Comprehension Questions

Here are some question types to help you add variety to your questioning. These questions can be adapted for use with any prose. Examples of each question type are based on the story of Cinderella.

Vocabulary

1. Questions to help students understand the meaning of a particular word. For example: *What does the word **jealous** mean? What did the stepsisters do that shows that they were jealous?*
2. Questions to help students understand words used in the text in terms of their own lives. For example: *Have you ever **known** someone who was jealous? Have you ever been jealous? Why?*
3. Questions to help students understand multiple meanings of words. For example: *What does **ball** mean in this story? Can you think of any other meaning of the word **ball**?*

Pronoun Referents

4. Questions to help students understand what or who some pronouns refer to and how to figure them out. For example: *In the second sentence of the third paragraph, who does **she** refer to? How do you know?*

Causal Relations

5. Questions to help students recognize causal relations stated directly in the text. For example: *Why were Cinderella's stepsisters jealous of Cinderella?*
6. Questions to help students recognize causal relations not directly stated in the text. For example: *Why did the stepmother give Cinderella extra work to do on the day of the ball?*

Sequence

7. Questions to help students understand that the sequence of some things is unchangeable. For example: *What steps did the Fairy Godmother follow in order to make a coach for Cinderella? Could the order of these steps be changed? Why or why not?*
8. Questions to help students understand that the sequence of some things is changeable. For example: *What chores did Cinderella do on the day of the ball? Could she have done some of them in a different order? Why or why not?*

Comparison

9. Questions to encourage the students to compare things within the text. For example: *How did the behavior of the stepsisters differ from the behavior of Cinderella?*

10. Questions to encourage students to compare elements of the story with elements of other stories. For example: *In what ways are the stories of Cinderella and Snow White similar? In what ways are they different?*
11. Questions to encourage students to compare elements of the story with their own experiences. For example: *If you were in Cinderella's place how would you have acted toward your stepsisters? Is this similar or different from the way Cinderella acted?*

Generalizing

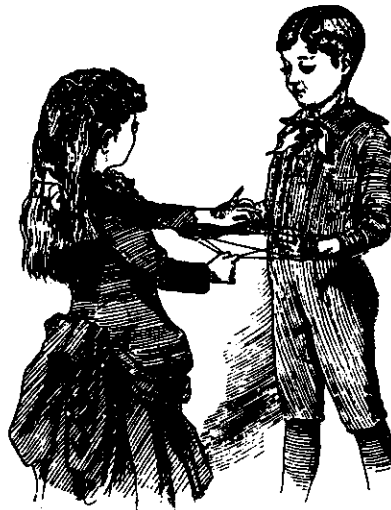
12. Questions to encourage students to generalize from one story to another. For example: *Are most heroines of fairy tales as kind as Cinderella? Give some examples to support your answer.*
13. Questions to encourage students to generalize from what they read to their own experiences. For example: *Can we say that most stepmothers are mean to their stepchildren? Why or why not?*

Predicting Outcomes

14. Questions to encourage students to think ahead to what may happen in the future. For example: *After Cinderella's beautiful dress changes back to rags what do you think happens?*

Detecting Author's Point of View

15. Questions to help students detect the author's point of view. For example: *What is the author's opinion of the stepsisters and what makes you think this? Support your answer with examples from the story.*



See also List 58, Comprehension Skills; List 59, Comprehension Thesaurus; and Section VII, Learning and Study Skills.

57. Sentence Tunes

If you have any doubt that changing the way you say something can change the meaning, this example should convince you. Your students will enjoy playing with this sentence and should be able to create their own multituned sentences.

Directions: Emphasize italicized word to change meaning.

I did not say you stole my red bandana.	(Someone else said it)
I <i>did</i> not say you stole my red bandana.	(Disputatious denial)
I did <i>not</i> say you stole my red bandana.	(Disputatious denial)
I did not <i>say</i> you stole my red bandana.	(I implied or suspected)
I did not say <i>you</i> stole my red bandana.	(Someone else stole it)
I did not say you <i>stole</i> my red bandana.	(You did something else with it)
I did not say you stole <i>my</i> red bandana.	(You stole someone else's)
I did not say you stole my <i>red</i> bandana.	(You stole one of another color)
I did not say you stole my red <i>bandana</i> .	(You stole something else red)

Now try shifting emphasis on these sentences:

You are not invited to his birthday lunch today.

You are a friend of mine.

Give me more money from Sam.



58. Comprehension Skills

This is a traditional list of comprehension skills such as might be found in any textbook about reading or on the scope and sequence chart of a basal reader.

VERY TRADITIONAL COMPREHENSION SKILLS

Author's intent, purpose, and bias
Cause and effect
Classification, categories
Comparison
Conclusion
Detail recognition
Empathy and emotional reaction
Evaluation, subjective, and by external criteria, judgment
Exaggeration and hyperbole recognition
Extending interpretation, extrapolation
Factual recall
Following directions
Generalization

Inference
Literary style
Main idea
Mental imagery
Mood
Organization
Plot, story problem
Propaganda detection
Restatement
Sequence, time relationships
Separation of fact from opinion (figurative from literal)
Summarizing
Whole-part recognition



MORE MODERN APPROACH TO COMPREHENSION SKILLS

STUDENT OBSERVABLE ACTION	COGNITIVE ACTION
<i>Output</i>	<i>Thinking</i>
Recognising	Directly Stated Facts
<i>Examples:</i> Multiple-choice items, Underlining, Matching True-false Selecting correct answer in context, or from choices given	Little or no interpretation, Most common items, Literal comprehension
Recalling	Main Idea
<i>Examples:</i> Write short answer, Completion (cloze), Remembering, not selecting	Very common but complicated and subjective concept; involves conclusion, purpose, and/or summary
Paraphrasing	Facts to Support Main Idea
<i>Examples:</i> Summarizing, Restating in own words	Common and sometimes useful concepts, similar to relationship
Classifying	Sequence
<i>Examples:</i> Clustering ideas in article, Putting facts or ideas into some class (columns), Outline, make table	Time order, Flashbacks, May be partly inferred
Following Directions	Extrapolation
<i>Examples:</i> Assemble toy, Pencil activities, Point to area on screen	Going beyond stated facts, Predicting, Inference, Trends, Traits, Unstated conclusions, Use of previous learning
Graphing	Appreciation
<i>Examples:</i> Draw a map, picture, time line, curve, graph, flow chart	Value, Judgments, Worth, Pleasing to reader, Is it good? Would others think it good? Emotional response
Oral Reading	Evaluation
<i>Intonation, Phrasing, Accuracy of pronunciation, fluency</i>	Validity, Truthfulness Usefulness, Reality, Opinion, Fact
	Author's Intent
	Persuasion, Goals, Propaganda, Mood, Style
	Schema
	Plot, Script, Plan, Proposition, Organization, Units, Networks
	Vocabulary
	Word or phrase meaning in context, Figurative language, Other meanings of word
	Relationships
	Cause and effect, comparisons, Relate one part or character to another, Anaphora referents

OTHER COMPREHENSION FACTORS**THE READER**

Age, IQ,
Education,
Background, SES,
Out-of-school experiences
Fatigue, Health

READERS PURPOSE

Find out content, Learn,
Study for test,
Get general idea quickly,
Recreation,
Goals, Rewards

TIME

Delay, Need to remember,
Immediate post test, Action

ENVIRONMENT

Classroom, Home,
Distractions,
Light, Noise, Chair

TYPE OF MATERIAL

Fiction, Stories,
Expository articles, Textbooks,
Advertisements,
Forms, Poetry
Different subjects (for example, history,
science)

READABILITY

Difficulty level,
Clear writing,
Personal words,
Legibility, Imagery

LENGTH

Sentence, Paragraph,
Chapter, Book

GRAPHS

Comprehend illustrations,
bar charts, maps, tables



See also List 56, Comprehension Questions; List 59, Comprehension Thesaurus;
and List 63, Study Skills List.

59. Comprehension Thesaurus

Here is a Comprehension Thesaurus with which you can generate an impressive ten thousand and eighty-seven (that's 10,087) different comprehension terms. Impress your principal by using a new one every day for the next 56 years.

Directions: Select any term from Part A and link it with any term in Part B to form a Reading Comprehension Skill. (For those who don't recognize it, this list is largely "tongue in cheek," but it does make a point about the confusing multiplicity of comprehension terminology.)

PART A: THE ACTION

Getting	Organizing	Providing
Identifying	Outlining	Reading (for)
Understanding	Using	Following
Classifying	Locating	Previewing
Recalling	Retelling	Apprehending
Selecting	Reasoning (about)	Determining
Finding	Interpreting	Working (with)
Recognizing	Comprehending	Visualizing
Summarizing	Demonstrating	Thinking (about)
Grasping	Applying	Thinking critically
Drawing	Obtaining	Getting excited (about)
Evaluating	Predicting	Dealing (with)
Relating	Contrasting	Judging
Paraphrasing	Proving	Translating
Comparing	Anticipating	Synthesizing
Transforming	Internalizing	Checking
Clarifying	Sifting	Deriving
Specifying	Inferring	Integrating
Matching	Referring (to)	Actively responding (to)
Criticizing	Drawing	Describing
Analyzing	Making	Questioning
Noting	Concluding	Verbalizing
Perceiving	Forecasting	Processing
Extending	Extrapolating	Encoding
Restating	Foreshadowing	Learning
Reacting (to)	Producing (from memory)	

PART B: THE CONCEPT

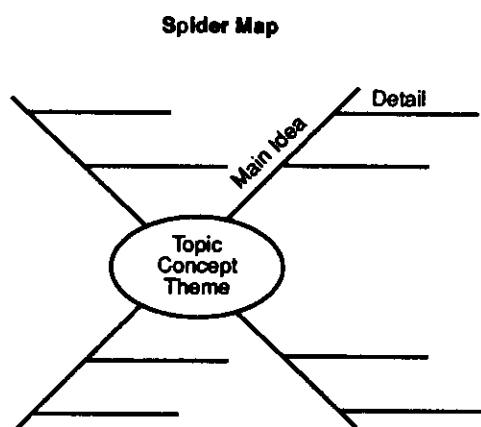
Main ideas	Ambiguous statements	Climax
Central thoughts	Mood	Outcome
Author's purpose	Tone	Objective ideas
Author's intent	Inference	Subjective ideas
Point of view	Inference about author	Events
Thought units	Conjecture	Interactions
Story content	Information	Relevancies

Details	Text information	Semantic constraints
Supporting details	Important things	Linguistic constraints
Essential details	Humor	Convictions
Specifics	Directions	Inclinations
Specific facts	Trends	Characterization
Inferences	Goals	Personal reaction
Wholes and parts	Aims	Effects
Conclusions	Principles	Comparisons
Propositions	Generalizations	Time
Propositional relationships	Universals	Event-to-time relationship
Schema	Abstractions	Tense
Schemata	Abstract ideas	Propaganda
Constructs	Structures	Flashbacks
Meanings	Judgments	Repetitive refrain
Scenarios	Literary style	Personification
Scripts	Elements of style	Answers to questions
Sense	Elements	Directly stated answers
Classifications	Imagery	Indirectly stated answers
Categories	Mental imagery	Extended answers
Multiple meanings	Cause and effect	Various purposes
Connotations	Organization	Validity
Denotations	Story line	Antecedents
Causal relations	Story problem	References
Sequence	Plot	Experiences
Sequence of events	Plot structure	Vicarious experiences
Sequence of ideas	Time of action	Concrete experiences
Chronological sequence	Types of literature	Concepts
Trends	Context	Familiar concepts
Seriation	Affective content	Unfamiliar concepts
Anaphora	Answers	Vocabulary
Associations	General idea	Vocabulary in context
Facts	Facts	Word meaning
Deep structure	Concepts	Terminology
Analogies	Relationships	Descriptions
Figurative language	Lexical relationships	Criteria
Metaphors	Textual relationships	Attributes
Similes	Written works	Content

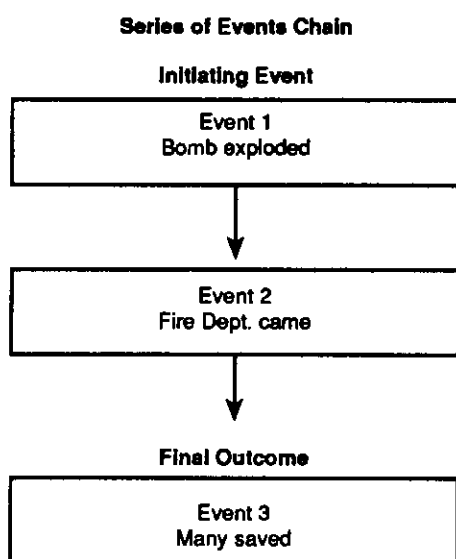
See also List 58, Comprehension Skills.

60. Story Graphs

You can often improve a student's comprehension of a story by having the student draw a graphical representation. This list of story graphs contains only suggestions; most of them can be made larger and more complex. These story graphs can also be used in many other subjects, such as science or history. They can also be used by writers in planning stories or expository articles.

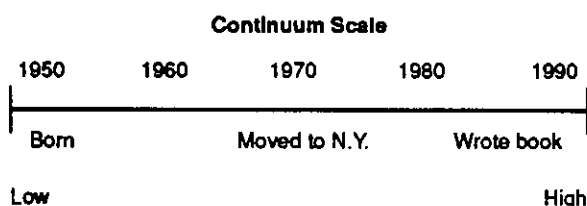


Used to describe a central idea: a thing (a geographic region), process (meiosis), concept (altruism), or proposition with support (experimental drugs should be available to AIDS victims). Key frame questions: What is the central idea? What are its attributes? What are its functions?



Used to describe the stages of something (the life cycle of a primate); the steps in a linear procedure

(how to neutralize an acid); a sequence of events (how feudalism led to the formation of nation states); or the goals, actions, and outcomes of a historical figure or character in a novel (the rise and fall of Napoleon). Key frame questions: What is the object, procedure, or initiating event? What are the stages or steps? How do they lead to one another? What is the final outcome?

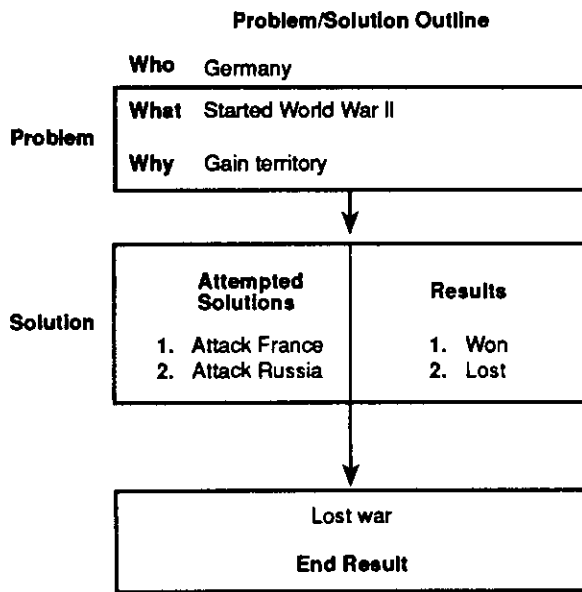


Used for time lines showing historical events or ages (grade levels in school), degrees of something (weight), shades of meaning (Likert scales), or ratings scales (achievement in school). Key frame questions: What is being scaled? What are the endpoints?

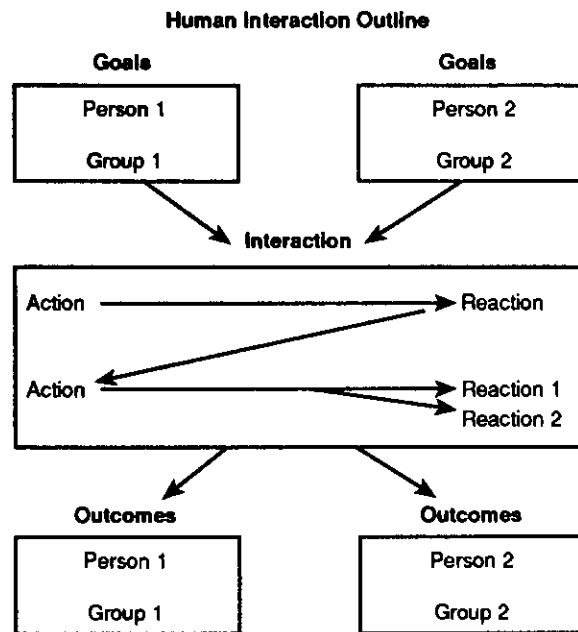
Compare/Contrast Matrix

	Maria	Sally
Attribute 1 Friendliness	Liked everybody	Liked only a few people
Attribute 2 Dependability	Always on time	Missed school often
Attribute 3		

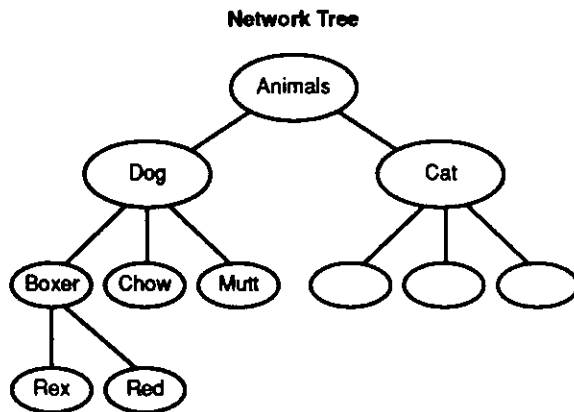
Used to show similarities and differences between two things (people, places, events, ideas, etc.). Key frame questions: What things are being compared? How are they similar? How are they different?



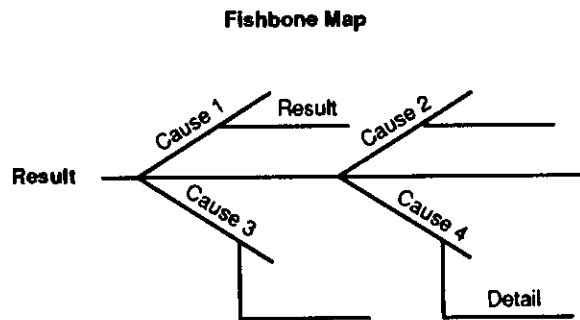
Used to represent a problem, attempted solutions, and results (the national debt). Key frame questions: What was the problem? Who had the problem? Why was it a problem? What attempts were made to solve the problem? Did those attempts succeed?



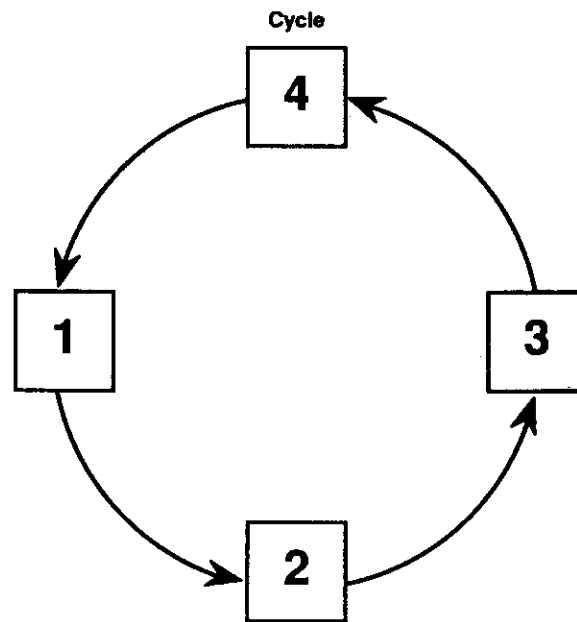
Used to show the nature of an interaction between persons or groups (European settlers and American Indians). Key frame questions: Who are the persons or groups? What were their goals? Did they conflict or cooperate? What was the outcome for person or group?



Used to show causal information (causes of poverty), a hierarchy (types of insects), or branching procedures (the circulatory system). Key frame questions: What is the superordinate category? What are the subordinate categories? How are they related? How many levels are there?



Used to show the causal interaction of a complex event (an election, a nuclear explosion) or complex phenomenon (juvenile delinquency, learning disabilities). Key frame questions: What are the factors that cause X? How do they interrelate? Are the factors that cause X the same as those that cause X to persist?



Used to show how a series of events interact to produce a set of results again and again (weather phenomena, cycles of achievement and failure, the life cycle). Key frame questions: What are the critical events in the cycle? How are they related? In what ways are they self-reinforcing?

SECTION VII

Learning and Study Skills



—

61. Story Guide

Name _____ Date _____

Title: _____

Author: _____

Story Setting:

Time:

Place:

Main Characters: (name and description)

- 1.
- 2.
- 3.
- 4.

Problem or Conflict:

Action Sequence:

Solution:

Theme:

See also List 60, Story Graphs; and List 62, Reading Guide.

62. Reading Guide (SQ3R)

Name _____ Date _____

Title: _____

SQ3R stands for Survey, Question, Read, Recite, Review.

Survey (Clues from the title, headings, pictures, graphs, charts, tables, captions, and words in bold or italic print)

This will be about:

I will probably learn:

My questions (based on headings or at end of each page).

- 1.
- 2.
- 3.
- 4.

Read and Recite (These are the answers I found.)

- 1.
- 2.
- 3.
- 4.
- 5.

Review (Looking at the headings or my questions, I will think about what I read. I will answer my questions silently without rereading.)

See also List 60, Story Graphs; and List 61, Study Guide.

63. Study Skills List

Mastering these study skills will enable students to succeed at any grade level, in any subject. Integrate instruction in these skills during subject-matter classes, applying each skill to the texts, resources, and needs of the class. Remember, skills develop through practice.

Preparing to Study

- ☐ Keeping track of assignments
- ☐ Planning your time
- ☐ Creating a study space
- ☐ Gathering your tools
- ☐ Knowing your study style

Reading with a purpose

- ☐ Knowing your purpose for reading
- ☐ Fitting your approach to the purpose
- ☐ Fitting your reading speed to the purpose
- ☐ Monitoring your understanding as you read
- ☐ Recognizing facts and opinions
- ☐ Recognizing author's bias
- ☐ Judging author's credentials
- ☐ Judging relevance of material to your assignment
- ☐ Recognizing the use of propaganda techniques

Using Your Textbooks and Other Resources

- ☐ Using the parts of your book:
Table of contents; Introduction; Headings and subheadings; Chapter summary;
Chapter/unit review questions; Chapter/unit vocabulary lists; Glossary; Appendices;
Index
- ☐ Determining organizational patterns in your texts: Chronological order; Thematic;
Simple/complex; Cause/Effect; Comparison/contrast
- ☐ Understanding tables, graphs, and charts
- ☐ Using a map, diagram, timeline

Learning New Vocabulary

- ☐ Using context
- ☐ Using the glossary, standard and special dictionaries
- ☐ Noting special or new meanings for familiar words
- ☐ Recognizing author's techniques to highlight key words
- ☐ Using roots and affixes
- ☐ Using signs and symbols

Gathering and Organizing Information

- ☐ Underlining key ideas
- ☐ Taking notes from text
- ☐ Outlining text
- ☐ Summarizing text
- ☐ Categorizing information
- ☐ Organizing your information
- ☐ Making a table, chart, timeline, or graph
- ☐ Listening skills
- ☐ Taking notes from lectures, audio/video presentations
- ☐ Using the library: card catalogs; on-line catalogs; library classification systems
- ☐ Using nonprint media and reference technology fiche viewers, microfilm readers, computers, projectors, VCRs, etc.
- ☐ Identifying your sources (quoting, writing footnotes, listing bibliographic information)

Learning from Texts and Other Resources

- ☐ Using SQ3R
- ☐ Using a study guide
- ☐ Creating a story map
- ☐ Using mnemonic devices

Preparing Written Assignments

- ☐ Developing an outline
- ☐ Answering the questions asked
- ☐ Writing a first draft
- ☐ Using tables, charts, graphs, timelines, and other visual displays to support your narrative
- ☐ Editing/proofreading your work

Preparing for and Taking Tests

- ☐ Reviewing your text and notes
- ☐ Making up test questions
- ☐ Knowing key test words
- ☐ Becoming testwise
- ☐ Pacing yourself during a test
- ☐ Knowing you know

See also List 62, Reading Guide;
and List 65, Memory Aids List.



64. Time-Planning Chart

A time-planning chart is a standard study skills tool. This is a practical one, just in case you don't have one readily available for your students. Use it to encourage leisure reading and studying.

STUDY, READING, WORK, RECREATION SCHEDULE

	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.
Study Period During School Day						a.m.	
After School After-noon						p.m.	
Early Evening							
Late Evening							

Directions: Fill in every square with one or two of the following activities:

1. **STUDY:** Homework assignments, activity related to courses you are taking.
2. **READING:** Reading primarily books for your pleasure, or, at most, supplemental or extra-interest material for course you are taking.
3. **WORK:** Work that you do outside of school for pay, or at home.
4. **RECREATION:** Talking to friends, watching TV, sports, goofing around.

See also List 63, Study Skills; and List 149, Taxonomy of Graphs.

65. Memory Aids

Here are some techniques that are useful in memorizing. Show your students how to use these techniques when they study for your tests.

1. **Study actively.** You are more likely to remember material if you write it down or say it out loud than if you merely read it or hear it.
2. **Make sure you understand.** If you understand what you're trying to learn, you'll find that you can remember it better and for a longer period of time.
3. **Associate new information with old.** When learning something new, try to compare it with something similar that you are already familiar with.
4. **Make up examples.** When learning general principles, try to make up examples of your own. In addition to helping you remember the principle better, this will also help you check your understanding. If you're not sure that your example is correct, check it with your teacher.
5. **Visualize what you're trying to learn.** This can involve creating a mental image or drawing a graph (a time line to help with time sequences, a hierarchical chart for organizations or family trees, etc.). (See List 149, Taxonomy of Graphs, for other ideas.)
6. **Group items into categories.** If you have to learn a long list of things, try to group similar items together. For example, to memorize a shopping list you would want to group vegetables together, meats together, dairy products, and so on.
7. **Be selective.** Most of the time you will not be able to memorize every detail, and if you try you may end up learning almost nothing. Concentrate on general concepts and a few examples to go with each. Pay particular attention to information the teacher indicates is important. Teachers frequently send signals to help you identify what is most important (information written on the chalk board, or repeated several times orally, or prefaced by statements such as "You should know this.>"). (See List 54, Signal Words.)
8. **Space your study sessions.** You are more apt to remember material if you study over several days rather than in one crash session.
9. **Use key words.** For example, to learn this list of suggestions for improving your memory, pick out a key word for each suggestion and then learn just the key words. To learn items 1 through 9, you might choose the following key words: active, understand, associate, examples, visualize, group, selective, space, key words.
10. **Learn how many items are on the list.** When learning lists, make sure you learn the number of items on the list. For example, in item 9, it is not enough to learn the key words. You also should learn that there are nine items. This will aid you in recalling all the items.

11. **Rhymes and sayings can be helpful.** For example, how many of us can remember the number of days in the months without:

Thirty days has September,
April, June, and November;
All the rest have thirty-one,
Excepting February alone,
Which has just four and twenty-four,
And every leap year one day more.

12. **Use alliteration.** Repeating initial sounds can be helpful in remembering information. For example, to remind sailors entering a harbor to keep the red harbor light on their right, they learn:

Red to right returning

13. **Try acrostics.** Sometimes you can use the first letter of a list of words to form another word or sentence. These are referred to as acrostics and are similar to acronyms (see List 36, Acronyms and Initializations). For example, "ROY G. BIV" can help us remember the colors of the spectrum: Red, Orange, Yellow, Green, Blue, Indigo, and Violet.
14. **Exaggerate.** This is especially helpful when you are using visualization. Try to make your images big, colorful, and with lots of details. This will make them interesting and easier to remember.
15. **Have confidence.** Don't go around saying, "I can't remember names." You can if you try.
16. **Use a mnemonic device.** This is very useful when memorizing a list of anything.

See also List 63, Study Skills; and List 66, Mnemonic Device.

66. Mnemonic Device

This mnemonic device has actually been known for centuries. It is still impressive as a study technique. Done with a bit of showmanship, it will also provide great entertainment. Your students can impress their parents by memorizing a list of twenty objects in just a few minutes (after they study and learn the mnemonic device).



The following is (1) an interesting trick with which the students can interest and amuse their friends, (2) a serious experiment in psychology that clearly demonstrates the power of associative learning, and (3) a useful skill that can sometimes help the student to remember a long and not necessarily related list of facts (useful in passing some examinations and in going to the grocery shop).

First, let us give an example of how the trick might be done in school. The student asks his or her friends to call out slowly a list of objects—any objects. The friends call out “clock-chair-hammer,” and so on. Often a friend will write them down on the blackboard so that the others will not forget them: “1. clock; 2. chair; 3. hammer.” The student does not look at the blackboard. After twenty objects, or however many the students decide, someone calls a halt and immediately announces that he or she has memorized all the objects and can call them out in any order—forwards, backwards, every other way—in fact, he or she can tell them the number of any object (without looking at the board). The friends say that they do not believe the student; one of them asks, “What is number three?” The student immediately replies, “Hammer.” Then after a few such questions, the student demonstrates complete mastery by calling off the whole list either forwards or backwards.

Now, almost anyone can do this trick, once he or she knows how. The secret lies in memorizing a set of “key objects.” You must first take a little time to memorize (make mental associations between) a “key object” and the number. For example, the key object for number one is “sun” and the key object for number two is “shoe,” and so on (see list on the following page). You must learn the association between the key object and the number so well that whenever you say “one” to yourself you visualize “sun.” You should easily be able to learn the first ten key objects and their numbers in a short learning session on the first day, ten more the next day, and so on. After you have learned the key objects well, you are ready to do the trick. When the first friend calls out the word “clock” as the first item for you to memorize, you must mentally picture a “clock” next to a “sun,” which is your key object for number 1. After you have made a clear mental picture of a clock next to a sun, you then allow the next friend to call out a second item to be memorized, such as “chair”; you then mentally picture a chair with your key object, a shoe, sitting on it. You control the rate at which your friends can call out names of objects; at first, you will go rather slowly, but after you have done the trick a few times you can go more rapidly.



KEY OBJECTS

1. Sun	11. Elephant
2. Shoe	12. Twig
3. Tree	13. Throne
4. Door	14. Fort
5. Hive	15. Fire
6. Sticks	16. Silver coin
7. Heaven (an angel)	17. Sea
8. Gate	18. Apron
9. Sign	19. Knife
10. Pen	20. Baby

There are several important learning principles involved in this trick that also apply to other learning. One is the “mental visualization”—it is a powerful factor in memory and can be developed with relatively little practice. Another important factor is self-confidence; if you say beforehand “I can’t do it” you probably won’t be able to. Self-confidence is also important during the trick, for you must concentrate only on the object to be remembered; you cannot worry about “Did I learn the first three things?” Exaggeration of mental pictures, making them large, brightly colored, or even purposefully distorted, will often aid memory.

This type of memorizing is not a new discovery. It was well known by the ancient people of both Greece and India.

The key objects have been chosen to take advantage of another learning principle—that of rhyming. The first ten objects all have an end-rhyme with the name of the number. The second ten objects all begin with the same sound as the name of the number, except for 20, where a rough rhyme is used to avoid confusion with 12. If you wish to extend the list of objects to 50 or 100, or to change any of the suggested list, you can choose any key objects that you wish. The important thing is that they be easily visualized and never change.



See also List 65, Memory Aids; List 74, Test-taking Strategies; and List 149, Taxonomy of Graphs.

67. Skimming Illustration

This illustration gives a good picture of skimming. In order for students to become proficient at skimming, they need lots of practice. Twice a week for half a year isn't too much.

Usually the first paragraph will be read at average speed all the way through. It often contains an introduction or overview of what will be talked about.

Sometimes, however, the second paragraph contains the introduction or overview. In the first paragraph, the author might just be "warming up" or saying something clever to attract attention.

Reading a third paragraph completely might be unnecessary but

...

the main idea is usually contained in the opening sentence

... topic sentence

...

Besides the first sentence, the reader should get some but not all the detail from the rest of the paragraph

...

names

date

This tells you nothing

hence, sometimes the main idea is in the middle or at the end of the paragraph.

Some paragraphs merely repeat ideas

Occasionally the main idea can't be found in the opening sentence. The whole paragraph must then be read.

Then leave out a lot of the next paragraph

... to make up time

Remember to keep up a very fast rate

...

800 w.p.m.

Don't be afraid to leave out half or more of each paragraph

...

Don't get interested and start to read everything

...

skimming is work

Lowered comprehension is expected

50%

not too low

...

Skimming practice makes it easier

...

gain confidence

Perhaps you won't get anything at all from a few paragraphs

...

don't worry

Skimming has many uses

reports

newspapers

supplementary text

The ending paragraphs might be read more fully as often they contain a summary.

Remember that the importance of skimming is to get only the author's main ideas at a very fast speed.

...

...

...

...

...

...

...

...

...



See also list 58, Comprehension Skills; and List 63, Study Skills List.

68. Working in Teams

A person can do and understand many things, but no one person has enough knowledge and skill to understand and do everything. Working in teams will help you learn more and solve complex problems in school and out. Before starting to work, decide who will have each of the jobs described below. Change jobs every time you start a new team project so that everyone has an opportunity to try each job.

Team Manager

- Describes the task or problem to the team, including what product or result is required;
- Explains the outcome that the teacher will use to judge whether the team is successful and keeps track of the team's progress toward the goal;
- Monitors the team's work to be sure it stays on target;

Organizer

- Schedules meetings, if they are not during class;
- Gets materials the group will need;
- Returns materials after use;
- Organizes and is responsible for clean-up;
- Arranges for computer time, AV equipment, etc.;

Researcher

- Checks facts, computations, and other information;
- Locates library and other reference materials;
- Skims background materials and makes brief summary presentations to the team;
- Keeps log of sources and bibliographic information;

Member

- Suggests ideas in brainstorming and problem solving;
- Shares knowledge and skills related to the task;
- Criticizes ideas, not people;
- Stays on task;
- Does a fair share of the work;

Charter

- Creates flowcharts, diagrams, timelines, and other visual presentations of the problem and the solution;

Scribe

- Writes down brainstorming ideas, checking that the written statements match the team members' ideas;
- Records steps in the team's process or activities;
- Records the team's discoveries and answers;
- Drafts the report of the team's work;

Editor

- Checks the draft report for accuracy and completeness;
- Does final report and gives copies to team members and the teacher;

Presenter

- Gives an oral presentation of the team's work;
- Prepares video and/or audiotape presentation, if used.

See also List 69, Teamwork Rules; and List 72, Group Project Guide.



69. Teamwork Rules

Teamwork means working together to achieve a shared goal. These rules will help your teamwork work:

- Respect all teammates.
- Disagree without being disagreeable.
- Take turns speaking; don't interrupt.
- Be on time and prepared for meetings.
- Offer to share your special skills, for example, artistic talent, computer skills, typing.
- Share ideas; if you find or know something that will help a teammate, pass it on.
- Speak loudly enough to be heard by your group, but not so loudly that you disturb other teams.
- Don't give up or go off on your own project.
- Ask for help if you are stuck or forgot something.
- Don't decide by voting; figure out the right answer.

See also List 68, Working in Teams; and List 70, Problem-Solving Guide.



70. Problem-Solving Guide

Use this three-step guide to solve problems when working alone or in problem-solving teams.

1. Understand the problem by:
 - Stating the problem in your own words.
 - Visualizing the problem.
 - Acting out the problem.
 - Drawing a diagram, flowchart, or picture of the problem.
 - Making a table, Venn diagram, or graph of the problem.
 - Looking for patterns in the problem.
 - Comparing it to another problem you have solved.
 - Listing everything you know about it.
 - Thinking about its parts, one at a time.
2. Propose and try solutions:
 - Using logical reasoning.
 - Brainstorming alternatives.
 - Writing an equation.
 - Choosing an operation and working it through.
 - Estimating and checking the results.
 - Working backward from the product or result.
 - Linking a solution to each part of the problem.
 - Solving problems within the problem.
 - Evaluating and sorting the information you have.
 - Organizing the information in a grid or matrix.
 - Eliminating solutions that don't work.
 - Solving a simpler version of the problem first.
3. Check the results by:
 - Filling in an information matrix.
 - Redoing the computation with a calculator.
 - Creating a flowchart or visual of the answer.
 - Dramatizing the result.
 - Comparing the results with the estimates made earlier.
 - Using the results on a trial basis.
 - Monitoring the effects of the results over time.
 - Checking the answer with a reference source.
 - Having another team or the teacher critique the result.

71. Student Project Guide

Name: _____ Today's Date: _____

Project: _____ Date due: _____

My topic: _____

Related topics & words: _____

Information sources I can use:

☐ almanac	☐ microscopic slides
☐ art	☐ museum exhibits
☐ biographical dictionary	☐ newspapers
☐ biographies	☐ nonfiction books
☐ dictionary	☐ photographs
☐ encyclopedia	☐ posters
☐ filmstrips	☐ records, CDs or tapes
☐ gazateer/atlas	☐ slides
☐ history books	☐ special reference books
☐ interviews	☐ television programs
☐ magazines	☐ thesaurus
☐ maps	☐ videos, video disks

Some ways I will organize my information:

TEXT

- ☐ order of events
- ☐ sequence
- ☐ category/subcategories
- ☐ comparison/contrast
- ☐ cause & effect
- ☐ questions and answers
- ☐ logical order
- ☐ outline

GRAPHIC

- ☐ timeline
- ☐ flow chart
- ☐ tables
- ☐ graphs
- ☐ cause/effect diagram
- ☐ story map/word webs

My project presentation will include:

☐ audiotape w/poster	☐ photocollage
☐ demonstration	☐ picture essay
☐ diorama	☐ press release
☐ exhibit	☐ speech
☐ library display	☐ travel brochure
☐ model	☐ video
☐ pantomime	☐ play
☐ photo essay	☐ poetry

Project schedule and checklist:

DATE

☐ I have planned my project.	_____
☐ I have discussed my project with my teacher and we agree.	_____
☐ I have located the information/materials I need.	_____
☐ I have reviewed the information, and I have selected the best sources.	_____
☐ I have enough information to complete the project I planned.	_____
☐ I have read and organized my information in notes and other ways as planned.	_____
☐ I have made a first draft of my report or other presentation materials.	_____
☐ I have edited the first draft.	_____
☐ I have completed the project.	_____

See also List 70, Problem-Solving Guide.

72. Group Project Guide

Names: _____

Project title: _____

Related topics & words: _____

Information sources we can use:

☐ almanac	☐ microscopic slides
☐ art	☐ museum exhibits
☐ biographical dictionary	☐ newspapers
☐ biographies	☐ nonfiction books
☐ dictionary	☐ photographs
☐ encyclopedia	☐ posters
☐ filmstrips	☐ records, CDs or tapes
☐ gazateer/atlas	☐ slides
☐ history books	☐ special reference books
☐ interviews	☐ television programs
☐ magazines	☐ thesaurus
☐ maps	☐ videos, video disks

Some ways we will organize our information:

TEXT

- ☐ order of events
- ☐ sequence
- ☐ category/subcategories
- ☐ comparison/contrast
- ☐ cause & effect
- ☐ questions and answers
- ☐ logical order
- ☐ outline

GRAPHIC

- ☐ timeline
- ☐ flow chart
- ☐ tables
- ☐ graphs
- ☐ cause/effect diagram
- ☐ story map/word webs

Our project presentation will include:

☐ audiotape w/poster	☐ photocollage
☐ demonstration	☐ picture essay
☐ diorama	☐ press release
☐ exhibit	☐ speech
☐ library display	☐ travel brochure
☐ model	☐ video
☐ pantomime	☐ play
☐ photo essay	☐ poetry

Project schedule and checklist:

PROJECT DUE:	DATE
☐ We have planned our project.	_____
☐ We have discussed the project with our teacher and it is approved.	_____
☐ We have decided how to divide the work.	_____
☐ We have located the information/materials we need.	_____
☐ We have reviewed the information, and we have selected the best sources.	_____
☐ We have enough information to complete the project we planned.	_____
☐ We have read and organized the information in notes and other ways as planned.	_____
☐ We have written the first draft of the report and other presentation materials.	_____
☐ We have discussed and edited the first draft.	_____
☐ We have made all necessary revisions.	_____
☐ We have reviewed the completed project.	_____

See also List 68, Working in Teams.

73. Alternative Assessment Techniques

Standardized tests, criterion-referenced tests, diagnostic tests, cloze exercises, unit tests, worksheets—these are some of the assessment tools frequently used in evaluating reading proficiency. Four alternative assessment techniques that build on classroom activities to provide insight to student learning follow:

1. Retellings

After students read a story or have one read to them, ask them to retell it as if they were telling it to a friend who never heard it before. It is important to let students know in advance that they will be asked to do this. To analyze the retelling quantitatively, use a checklist of important elements in the story (setting, plot, resolution, etc.) and assign a score for each. Qualitative evaluation focuses on students' deeper understanding of the story and ability to generalize and interpret its meaning. This type of evaluation can be noted in the form of comments at the bottom of the checklist. Retellings can be done individually or in groups. Teacher prompts may be required to help lead some students through the story.

2. Portfolios

Portfolios are systematic collections of student work over time. These collections help students and teachers assess student growth and development. It is essential that students develop a sense of ownership about their portfolios so they can understand where they have made progress and where more work is needed.

Portfolio Content. The content of portfolios will vary with the level of the student and will depend on the types of assignments they are given in class. In addition to completed reports, poems, letters, and so forth, portfolios often contain first and second drafts. Reading logs and audiotape recordings can also be included. As portfolios are assembled, it is important that students keep them in a place where they have easy access to them. Students should be encouraged to browse through their portfolios and share them with classmates.

Criteria for Selecting Items for Portfolios. Although almost all work may initially be included, portfolios can quickly become unmanageable if they are too large. Portfolios that will form the basis for assessment can be assembled at the end of each term and at the end of the school year. A specific number of items for inclusion (often five or six) and criteria for selecting them should be agreed to by the teacher and students. Some examples of criteria are: stories/reports that were favorites; papers that represent best work; work that shows progress; assignments that were the most difficult. In making selections, students should be encouraged to consult with classmates.

Evaluation of Portfolios. Portfolio evaluation often occurs at three levels: the student, the student's peers, and the teacher. For each piece selected, students may be asked to describe briefly why they chose it, what they learned, and what their future goals are. Students can also be asked to prepare an overall evaluation of their portfolio.

Classmates are frequently enlisted in portfolio evaluation. Their evaluation can focus on what they see as the special strengths of the portfolio, their personal response to some item in the portfolio, and a suggestion of one thing their classmate could work on next.

Portfolio evaluation by the teacher should build on that of the student and peers. Although the teacher evaluation may result in a grade, it is important that an opportunity be found for discussion with the student. This discussion should culminate in agreement on future goals.

Although not a part of the formal evaluation process, it is helpful, particularly for elementary-school children, for parents to review the portfolios. Portfolios can be sent home or they can be reviewed at the time of parent-teacher conferences. It is essential that teachers take steps to help parents understand that their role should be to provide encouragement and that they should focus on the positive and not be critical.

3. Reading Logs

Have students keep a log of all their independent reading at school and at home. The log should include works completed and works started but not completed. In addition to the name of the book (article, etc.) and author, the log should include personal reactions to the selection. Periodic discussions of these logs will provide insight on how the student is developing as an independent reader and suggest ways in which the teacher can give added encouragement. These logs can be placed in students' portfolios.

4. Checklists

Checklists can be completed by both teachers and students. For example, a checklist can be used by a teacher to assess word and letter knowledge. The first step is to develop a list of the concepts to be tested. The student is then asked to demonstrate understanding of these concepts using a real book. The teacher uses the checklist to identify those concepts that have been mastered and those that need further work.

Students can use checklists to review their own work. Teachers and students can prepare a list of specific skills that need to be worked on (for example, a capital letter at the beginning of each sentence), and students can then use this list to check their own work.

74. Test-Taking Strategies

Teaching these strategies should help make your students “test wise” and improve their performance on essay and objective tests. Although a few students may use these strategies on their own, most will need instruction and encouragement.

General

- If you have a choice of seats, try to sit in a place where you will be least disturbed (e.g., not by a door).
- When you first receive the test, glance over it, noting the types of questions and the numbers of points to be awarded for them.
- Budget your time, making sure you allow sufficient time for the questions that are worth the most points.
- Read directions carefully. Underline important direction words, such as *choose one*, *briefly*, and so on.
- Start with the questions that are easiest.
- Be alert for information in some questions that may provide help with other more difficult questions. If you find such information, be sure to note it before you forget.

Objective Tests

- Before you start, find out if there is a penalty for guessing and if you can choose more than one answer.
- Read the questions and all possible answers carefully.
- Be especially careful about questions with the choices *all of the above* and *none of the above*.
- Underline key words and qualifiers such as *never*, *always*, and so on.
- Answer all of the questions you know first.
- Make a mark next to those you can't answer so you can go back to them later.
- After you complete the questions you know, go back and reread the ones you didn't answer the first time.
- If you still can't answer a question the second time through, here are some strategies to try:
 1. For a multiple-choice item, read the question; then stop and try to think of an answer. Look to see if one of the choices is similar to your answer.
 2. Start by eliminating those answers that you know are not correct and then choose among the remaining alternatives.
 3. Read through all the answers very carefully and then go back to the question. Sometimes you can pick up clues just by thinking about the different answers you have been given to choose from.
 4. Try paraphrasing the question and then recalling some examples.

5. For a multiple-choice item, try reading the question separately with each alternative answer.

- If there is no penalty for guessing, make sure you answer all questions, even if you have to guess blindly.
- If there is a penalty for guessing, you usually should guess if you can eliminate one of the choices.
- If you have time, check over the exam. Change an answer only if you can think of a good reason to do so. Generally, you're better off if you stick with your first choice.

Essay Tests

- Read through all the questions carefully.
- Mark the important direction words that tell you what you're to do: *compare*, *trace*, *list*, and so on.
- Number the parts of the question so you don't forget to answer all of them.
- Take time to try to understand what the question is asking. Don't jump to conclusions on the basis of a familiar word or two.
- As you read through the questions, briefly jot down ideas that come into your mind.
- Briefly outline your answers before you begin to write. Refer back to the question to be sure your answer is focused on the question.
- As you write, be careful to stick to your outline.
- If possible, allow generous margins so you can add information later if you need to.
- Don't spend so much time on one question that you don't have time for other questions.
- If you have time, proofread what you have written. This is a good time to double-check to make sure you have answered all the parts of the questions.
- If you run short of time, quickly outline answers to the questions that remain. List the information without worrying about complete sentences.

Quantitative Tests

- Read the questions carefully to make sure you understand what is being asked.
- Do the questions you are sure of first.
- Budget your time to allow for questions worth the most points.
- Don't just write answers. Make sure to show your work.
- As you work out answers, try to do it neatly and to write down each step. This helps you avoid careless mistakes and makes it possible for the tester to follow your work. It may make the difference between partial credit and no credit for a wrong answer.

- Check your answer when you finish to make sure it makes sense. If it doesn't seem logical, check again.
- If you are missing information needed to calculate an answer, check to see if it was given in a previous problem or if you can compute it in some way.
- Check to see if you have used all the information provided. You may not always need to, but you should double-check to be sure.
- If you have time, go back and check your calculations.

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See also List 54, Signal Words; List 56, Comprehension Questions; List 64, Time-Planning Chart; List 65, Memory Aids; List 66, Mnemonic Device; List 76, Essay Test Words; List 77, Important Modifiers; and List 78, Cloze Variations.

75. Test and Workbook Words

These words are found in directions in workbook exercises and in tests. It is absolutely essential that students understand and pay close attention to them. These key words are perhaps most effectively taught in context. Each time you give students a test or a written exercise, point them out and review their meaning.

answer sheet	definition	name	reason
best	directions	next	rhyming
blank	does not belong	none of these	right
booklet	end	not true	row
check your work	error	opposite	same as
choose	example	pairs	sample
circle	finish	paragraph	section
column	following	passage	second
compare	go on to next page	print	stop
complete	item	probably	true
contrast	mark	put an X	underline
correct	match	question	wait for directions
crossout	missing	read	

76. Essay Test Words

These words occur in essay test questions. In order for students to perform well on essay tests, they must understand the types of answers that these words require. When you give essay tests, try to use a variety of these words and take the opportunity to instruct the students on their meaning.

analyze	develop	interpret	relate
apply	diagram	justify	relationship
argue	differentiate	list	select
assess	discuss	mention	show how
categorize	distinguish	organize	significance
cause	draw conclusions	outline	solve
cite evidence	effect	paraphrase	specify
classify	enumerate	point out	state
compare	estimate	predict	suggest
construct	evaluate	propose	summarize
contrast	explain	prove	support
convince	formulate	provide	survey
create	general	rank	tell
criticize	generalize	react	trace
define	give an example of	reason	utilize
demonstrate	identify	recall	why
describe	illustrate	recommend	

77. Important Modifiers

These are easy words, but ones sometimes skipped over by careless readers. Failure to pay attention to these modifiers can result in a wrong answer, even though the student actually knows the right answer. One way to help avoid this is to teach your students to underline these words as they take tests.

all
always
bad
best
every
equal
few

good
invariably
less
many
more
most
never

none
often
seldom
some
sometimes
usually
worst



See also List 54, Signal Words.

78. Cloze Variations

Cloze is a sentence-completion technique in which a word (or part of a word or several words) is omitted and the student fills in the missing part. Cloze can be used as a test or drill of reading comprehension or language ability, as a research tool, or as a measure to estimate readability or passage difficulty.

To estimate the readability or difficulty level appropriate for instruction, one suggested criterion is that a student be able to fill in 35 to 44 percent of the exact missing words when every fifth word is deleted from a 250-word passage.

Cloze passages can be made easily by the teacher on any subject or any type of material. All you need to do is omit parts of the passage and ask the students to fill in the missing parts. Here is a list of some possible variations:

1. **Passage Variations** (different kinds of passage to start with)
 - a. Content of Passage
 - (1) Science
 - (2) History
 - (3) Literature, etc.
 - b. Difficulty of Passage
 - (1) Readability level
 - (2) Imageability
 - (3) Legibility
 - c. Length of Passage
 - (1) Sentence
 - (2) Paragraph
 - (3) 500 words, etc.
2. **Deletion Variations** (different kinds of deletions or blanks)
 - a. Mechanical—automatic or no judgment used in deletions
 - (1) Delete every nth word (5th, 10th, etc.).
 - (2) Randomized deletion but average every nth word.
 - b. Selective—judgment used in selecting deletions.
 - (1) Delete structure words or content words only.
 - (2) Delete only one part of speech. (For example, nouns omitted.)
 - (3) Delete particular letters (blends, bound morphemes, prefixes, vowels, consonants, etc.).
 - (4) Delete only words or letters that best fit a particular skill objective.
 - c. Size of Deletion
 - (1) One word, two words, etc.
 - (2) One letter, two letters, etc.
3. **Cueing Variation**—different prompts or hints
 - a. No cues.
 - b. Multiple choice (sometimes referred to as “Maze”). If this is used, distractor words (wrong choices) can be varied as follows:
 - (1) Similar to correct answer in length or different.
 - (2) Similar or different in phonemes.
 - (3) Similar or different in meaning.
 - c. One or more letters, depending on how many letters have been deleted.

4. Administration Variations**a. Preparation**

- (1) Student reads complete passage (no blanks) before answering.
- (2) Student listens to complete passage before answering.
- (3) Student is given a brief introduction to passage.
- (4) No preparation.

b. Answering

- (1) Student reads passage and writes answers.
- (2) Teacher reads passage orally and student writes answers.
- (3) Teacher reads passage orally and student gives answers orally.
- (4) Student told to guess or not to guess.

5. Scoring Variations

- a. Score as correct only exact word, or score synonym as correct.
- b. Correct spelling required or not required.
- c. Self-correction, teacher correction, other-student correction.
- d. Discuss answers or no discussion.

6. Uses of Cloze.

- a. *Test student's ability.* All students take the same cloze passage; students are ranked by number correct. Cloze scores can be assigned norms or grade levels.
- b. *Measure readability of a passage.* A group of students takes two different cloze passages. The passage with the highest mean score is most readable. Some research indicates that a cloze score of 35 to 45 percent correct on a fifth-word random deletion indicates Independent Reading Level for that student (or group).
- c. *Research.* Cloze is used in many types of language research. For example, ESL ability, knowledge of pronoun use, generating wrong answers for Maze, spelling, memory.
- d. *Teaching.* Cloze passages are used for reading comprehension drills, subject content knowledge, language use, discussion starters, and much more.

See also List 56, Comprehension Questions; and List 84, Basic Sentence Patterns.

SECTION VIII

Writing





79. Story Starters

Writer's block happens to even the best writers. If some students are sluggish starters, these may help.

1. "This will show them," Kara thought as she hammered the last nail into place.
2. We watched in horror as Ben came running out of the boys' bathroom and bumped right into the two men carrying the . . .
3. It all started on Monday morning when several citizens of Tumbler City noticed that the sky didn't look quite right.
4. When she reached for the light switch, Christie thought she heard someone say, "Stop right where you are, or I'll eat all your potatoes!"
5. It seemed as if it was going to be the perfect day to spend at the beach. But not long after Ted and Josh put their surfboards in the water . . .
6. There weren't many foods that my brother Alex liked to eat, so we experimented. That's how we discovered the prize-winning recipe for chocolate-covered . . .
7. Maria hungrily opened her lunchbox and, next to the apple, found . . .
8. Gus had always wanted a puppy.
9. Every season has its good and bad points. The best thing about winter is . . .
10. All the way back to the bike shop, Carlos thought about what his uncle had told him.
11. My life changed the day I discovered . . .
12. The family decided they would move to the new place in March.
13. It was a very rainy day—too rainy to go outside to play. So Adam and Christopher decided to . . .
14. I remember it all started in the middle of the week—Wednesday. That morning, I didn't feel quite well enough to go to school.
15. The steel-and-glass building looked enormous next to the little brick houses that lined the street.
16. "Get this thing away from me!" the queen shrieked.
17. The airplane landed gently, and Lee breathed a sigh of relief.
18. No one but Ayanna and I knows about the little door in the big oak tree by the pond in the park.
19. "What do you think it is?" the small purple woman asked her lavender friend as she nudged me awake with her boot.
20. Have you ever noticed that some days seem to last longer than others?
21. Anna hated her new school shoes. But she hated her . . . even more.
22. Alice gritted her teeth and began to climb to the top of . . .
23. If I didn't have my roller skates with me that day, I don't know what I would have done.
24. Our dog Tiki sometimes is too smart for her own good. Take last Sunday . . .

25. Max was lucky to get the summer job as a computer operator at the small company. It paid pretty well and he was saving up for . . .
26. Scott thought he knew Andy very well until he caught him . . .
27. It was so dark that Vicky couldn't tell the difference when she closed her eyes. "How did I ever get in a mess like this?" she thought.
28. The huge room, which had been bustling and noisy only an hour before, was silent.
29. Mark met us at the bus stop and announced that he was going to run for president.
30. Craig was excited as he boarded the plane to visit his mother in California.
31. Sometimes a cat can be a person's best friend.
32. Jenn couldn't wait for math class to be over.
33. There seemed to be no way out of the big old house. Every door opened into another room . . .
34. It's always frustrating to have to sit and wait for . . .
35. The field behind the school was Ethan's favorite place to go after school.
36. I looked around the room and noticed there was a new student in the class.
37. All of the girl's friends had very ordinary hobbies, except for . . .
38. I'd give anything in the world to see . . .
39. As she held the leaking pipe in place, Monica thought, "What is keeping Selene?"
40. I never thought it would be possible, but there I was . . .
41. Marty's mother's eyes opened wide as she exclaimed, "Where on earth did you get those . . .?"
42. Jesse couldn't pass up any opportunity to enter a contest.
43. Kathy began her routine slowly, aware that everyone was watching her every move.
44. A truck rattled down the empty street and pulled into the parking lot behind the sign that read, "Fred's Parts and Service . . . A Division of NetWork Human Industries."
45. There once was a very old, unmarried prince of moderate wealth who lived in a small castle at the edge of town.
46. By the time Darryl had walked halfway home from school, he realized that he had left his house key on the kitchen table that morning.
47. There is nothing better than the feeling you get when you . . .
48. They were at the supermarket, in the freezer section, when it happened.
49. Not long after I'd knocked, the narrow green door squeaked open to reveal . . .
50. It was the third day of the camping trip, and Jonathan knew that he would go crazy if he got one more mosquito bite.

Note Interest Inventory items, Lists 98 and 99, can also be used as story starters.

80. Descriptive Words

What do telling tales and writing poetry or reports have in common? They depend on descriptive words to create vivid and accurate images in the reader's mind. A good stock of descriptive words will bolster the quality of your students' writing exercises. Use these lists of adjectives and adverbs to nudge reluctant writers into developing characters and setting, or to help students "retire" overused words.

ABILITY—CONDITION

able	confident	gentle	lucky	smooth
adequate	courageous	hardy	manly	spirited
alive	curious	healthy	mighty	stable
assured	daring	heavy	modern	steady
authoritative	determined	heroic	open	stouthearted
bold	durable	important	outstanding	strong
brainy	dynamic	influential	powerful	super
brave	eager	innocent	real	sure
busy	easy	intense	relaxed	tame
careful	effective	inquisitive	rich	tough
capable	energetic	jerky	robust	victorious
cautious	fearless	knotted	secure	virile
clever	firm	light	sharp	zealous
competent	forceful	lively	shy	
concerned	gallant	loose	skillful	

ANGER—HOSTILITY

agitated	combative	evil	irritated	rude
aggravated	contrary	fierce	mad	savage
aggressive	cool	furious	mean	severe
angry	cranky	hard	nasty	spiteful
annoyed	creepy	harsh	obnoxious	tense
arrogant	cross	hateful	obstinate	terse
belligerent	cruel	hostile	outraged	vicious
biting	defiant	impatient	perturbed	vindictive
blunt	disagreeable	inconsiderate	repulsive	violent
bullying	enraged	insensitive	resentful	wicked
callous	envious	intolerant	rough	wrathful

DEPRESSION—SADNESS—GLOOM

abandoned	depressed	forsaken	low	ruined
alien	desolate	gloomy	miserable	rundown
alienated	despairing	glum	mishandled	sad
alone	despised	grim	mistreated	scornful
awful	despondent	hated	moody	sore
battered	destroyed	homeless	mournful	stranded
blue	discarded	hopeless	obsolete	tearful
bored	discouraged	horrible	ostracized	terrible
burned	dismal	humiliated	overlooked	tired
cheapened	downcast	hurt	pathetic	unhappy

DEPRESSION—SADNESS—GLOOM

crushed	downhearted	jilted	pitiful	unloved
debased	downtrodden	kaput	rebuked	whipped
defeated	dreadful	loathed	regretful	worthless
degraded	estranged	lonely	rejected	wrecked
dejected	excluded	lonesome	reprimanded	
demolished	forlorn	lousy	rotten	

DISTRESS

afflicted	displeased	hindered	puzzled	tormented
anguished	dissatisfied	impaired	ridiculous	touchy
awkward	distrustful	impatient	sickened	troubled
baffled	disturbed	imprisoned	silly	ungainly
bewildered	doubtful	lost	skeptical	unlucky
clumsy	foolish	nauseated	speechless	unpopular
confused	futile	offended	strained	unsatisfied
constrained	grief	pained	suspicious	unsure
disgusted	helpless	perplexed	swamped	weary
disliked				

FEAR—ANXIETY

afraid	dreading	insecure	overwhelmed	tense
agitated	eerie	intimidated	panicky	terrified
alarmed	embarrassed	jealous	restless	timid
anxious	fearful	jittery	scared	uncomfortable
apprehensive	frantic	jumpy	shaky	uneasy
bashful	frightened	nervous	shy	upset
dangerous	hesitant	on edge	strained	worrying
desperate	horrified			

INABILITY—INADEQUACY

anemic	disabled	incapable	powerless	unable
ashamed	exhausted	incompetent	puny	uncertain
broken	exposed	ineffective	shaken	unfit
catatonic	fragile	inept	shaky	unimportant
cowardly	frail	inferior	shivering	unqualified
crippled	harmless	insecure	sickly	unsound
defeated	helpless	meek	small	useless
defective	impotent	mummified	strengthless	vulnerable
deficient	inadequate	naughty	trivial	weak
demoralized				

JOY—ELATION

amused	enchanted	glorious	joyful	smiling
blissful	enthusiastic	good	jubilant	splendid
brilliant	exalted	grand	magnificent	superb
calm	excellent	gratified	majestic	terrific
cheerful	excited	great	marvelous	thrilled
comical	exuberant	happy	overjoyed	tremendous
contented	fantastic	hilarious	pleasant	triumphant
delighted	fit	humorous	pleased	vivacious
ecstatic	funny	inspired	proud	witty
elated	gay	jolly	relieved	wonderful
elevated	glad	jovial	satisfied	

LOVE—AFFECTION—CONCERN

admired	conscientious	giving	mellow	reliable
adorable	considerate	good	mild	respectful
affectionate	cooperative	helpful	moral	sensitive
agreeable	cordial	honest	neighborly	sweet
altruistic	courteous	honorable	nice	sympathetic
amiable	dedicated	hospitable	obliging	tender
benevolent	devoted	humane	open	thoughtful
benign	empathetic	interested	optimistic	tolerant
brotherly	fair	just	patient	trustworthy
caring	faithful	kind	peaceful	truthful
charming	forgiving	kindly	pleasant	understanding
charitable	friendly	lenient	polite	unselfish
comforting	generous	lovable	reasonable	warm
congenial	genuine	loving	receptive	worthy

QUANTITY

ample	few	lots	paucity	scarcity
abundant	heavy	many	plentiful	skimpy
chock-full	lavish	meager	plenty	sparing
copious	liberal	much	profuse	sparse
dearth	light	numerous	scads	sufficient
empty	loads	oodles	scant	well-stocked

SIGHT—APPEARANCE

adorable	crinkled	foggy	motionless	skinny
alert	crooked	fuzzy	muddy	smoggy
beautiful	crowded	glamorous	murky	sparkling
blinding	crystalline	gleaming	nappy	spotless
bright	curved	glistening	narrow	square
brilliant	cute	glowing	obtuse	steep
broad	dark	graceful	round	stormy
blonde	deep	grotesque	rotund	straight
bloody	dim	hazy	pale	strange
blushing	distinct	high	poised	ugly
chubby	dull	hollow	quaint	unsightly
clean	elegant	homely	shadowy	unusual
clear	fancy	light	shady	weird
cloudy	filthy	lithe	sheer	wide
colorful	flat	low	shiny	wizened
contoured	fluffy	misty	shallow	

SIZE

ample	elfin	immense	miniature	stupendous
average	enormous	large	minute	tall
behemoth	fat	little	petite	tiny
big	giant	long	portly	towering
bulky	gigantic	mammoth	prodigious	vast
colossal	great	massive	puny	voluminous
diminutive	huge	microscopic	short	wee
dwarfed	hulking	middle-sized	small	

SMELL—TASTE

acrid	fragrant	putrid	sour	sweet
antiseptic	fresh	ripe	spicy	tangy
bitter	juicy	rotten	stale	tart
choking	medicinal	salty	sticky	tasty
clean	nutty	savory	strong	tasteless
delicious	peppery	smoky	stuffy	

SOUND

bang	groan	melodic	screech	thud
booming	growl	moan	shrill	thump
buzz	harsh	mute	silent	thunderous
clatter	high-pitched	noisy	snarl	tinkle
cooing	hiss	purring	snort	voiceless
crash	hoarse	quiet	soft	wail
crying	hushed	raspy	splash	whine
deafening	husky	resonant	squeak	whispered
faint	loud	screaming	squeal	

TIME

ancient	daylight	late	outdated	sunrise
annual	decade	lengthy	periodic	sunset
brief	dusk	long	punctual	swift
brisk	early	modern	quick	tardy
centuries	eons	moments	rapid	twilight
continual	evening	noon	short	whirlwind
crawling	fast	noonday	slowly	years
dawn	flash	old	speedy	yearly
daybreak	intermittent	old-fashioned	sporadic	young

TOUCH

boiling	dirty	grubby	shaggy	stinging
breezy	dry	hard	sharp	tender
bumpy	dusty	hot	silky	tight
chilly	filthy	icy	slick	uneven
cold	fluffy	loose	slimy	waxen
cool	flaky	melted	slippery	wet
creepy	fluttering	plastic	slushy	wooden
crisp	frosty	prickly	smooth	yielding
cuddly	fuzzy	rainy	soft	
curly	gooey	rough	solid	
damp	greasy	sandpapery	sticky	



See also List 25, Similes; List 26, Metaphors; List 27, Idiomatic Expressions; and List 28, Common Word Idioms.

81. *He Said/She Said*

Dialogue can bring a story to life, or it can put the reader to sleep. Here are lively alternatives to ho-hum “he said/she said” exchanges. Use these vocal verbs in place of “said” or use the vocal adverbs to describe just how “he said/she said.” Working with dialogue is a simple but very effective way to improve your storytelling.

VOCAL VERBS

added
admitted
advised
agreed
announced
answered
argued
asked
asserted
began
bellowed
blurted
called
cautioned
claimed
commented
complained
conceded
concluded
confessed
continued
cried
demanded
exclaimed
explained
gaped
groaned
insisted
interrupted
joked
lied
mentioned
moaned
mumbled
muttered
noted
objected
observed
ordered
quipped
remarked

replied
reported
responded
said
screamed
shouted
snapped
sobbed
stated
swore
taunted
teased
told
vowed
warned
whined
whispered
yelled

VOCAL ADVERBS

adamantly
admiringly
adoringly
angrily
anxiously
arrogantly
bashfully
brazenly
casually
cautiously
cheerfully
clearly
cowardly
coily
curiously
cynically
decisively
defensively
defiantly
dramatically
eerily
energetically

fiendishly
flatly
formally
gaily
gleefully
gloomily
happily
harshly
hysterically
jealously
joyfully
joyously
loudly
lovingly
meanly
meekly
mysteriously
nervously
off-handedly
offensively
pensively
proudly

questioningly
quickly
quizzically
rapidly
sadly
sarcastically
selfishly
serenely
seriously
sheepishly
shyly
sleepily
softly
sternly
stoically
stubbornly
sullenly
tauntingly
teasingly
tenderly
thankfully
thoughtfully
unexpectedly
unhappily
wisely



82. Parts of Speech

Over the centuries that English has been spoken and written, patterns of word usage have developed. These patterns form the grammar or syntax for the language and govern the use of the eight parts of speech.

Noun. A word names a person, place, thing, or idea. It can act or be acted upon.

Examples:

Roger, Father McGovern, bowlers, cousins, neighborhood, Baltimore, attic, Asia, Newark Airport, Golden Gate Bridge, glove, class, triangle, goodness, strength, stupidity, joy, perfection.

Pronoun. A word that is used in place of a noun. *Examples:*

he, you, they, them, it, her, our, your, its, their, anybody, both, nobody, someone, several, himself, ourselves, themselves, yourself, itself, who, whom, which, what, whose.

Adjective. A word that is used to describe a noun or pronoun, telling what kind, how many, or which one. *Examples:*

green, enormous, slinky, original, Italian, some, few, eleven, all, none, that, this, these, those, third.

Verb. A word that shows physical or mental action, being, or state of being.

Examples:

swayed, cowered, dance, study, hold, think, imagine, love, approve, considered, am, is, was, were, has been, seems, appears, looks, feels, remains.

Adverb. A word that is used to describe a verb, telling where, how, or when.

Examples:

quietly, lovingly, skillfully, slyly, honestly, very, quite, extremely, too, moderately, seldom, never, often, periodically, forever.

Conjunction. A word that is used to join words or groups of words. *Examples:*

and, or, either, neither, but, because, while, however, since, for.

Preposition. A word used to show the relationship of a noun or pronoun to another word. *Examples:*

across, below, toward, within, over, above, before, until, of, beyond, from, during, after, at, against.

Interjection. A word that is used alone to express strong emotion. *Examples:*

Heavens! Cheers! Oh! Aha! Darn!

See also List 43, Suffixes; and List 83, Irregular Verb Forms.

83. Irregular Verb Forms

Most rules have exceptions, and exceptions can cause problems. Here is an extensive list of verbs and their principal parts that do not follow the regular pattern. (Regular verbs form the past or past participle by simply adding *d* or an *ed*. For example *call*, *called*, *has called*).

PRESENT	PAST	PAST PARTICIPLE*
am	was	been
are (pl.)	were	been
beat	beat	beaten
begin	began	begun
bend	bent or bended	bent or bended
bet	bet	bet
bite	bit	bitten
bleed	bled	bled
blow	blew	blown
break	broke	broken
bring	brought	brought
build	built	built
burst	burst	burst
catch	caught	caught
choose	chose	chosen
come	came	come
cost	cost	cost
creep	crept	crept
cut	cut	cut
dig	dug	dug
dive	dived or dove	dived
do	did	done
draw	drew	drawn
dream	dreamed or dreamt	dreamed or dreamt
drink	drank	drunk
drive	drove	driven
eat	ate	eaten
fall	fell	fallen
feed	fed	fed
feel	felt	felt
fight	fought	fought
fly	flew	flown
forbid	forbade	forbidden
forget	forgot	forgotten
forgive	forgave	forgiven
freeze	froze	frozen
get	got	got or gotten
give	gave	given

*Note: The past participle also needs one of the following verbs: was, has, had, or is.

PRESENT

go
grow
grind
hang
has
hear
hide
hold
hurt
is
keep
kneel
know
lay
leap
leave
lend
let
lie
light
lose
make
mean
mow
put
read
ride
ring
rise
run
say
saw
see
sell
sew
set
shake
shed
shine
shoot
show
shrink
shut
sing
sink
sit
sleep

PAST

went
grew
ground
hung or hanged
had
heard
hid
held
hurt
was
kept
kneeled or knelt
knew
laid
leaped or leapt
left
lent
let
lay
lit
lost
made
meant
mowed
put
read
rode
rang
rose
ran
said
sawed
saw
sold
sewed
set
shook
shed
shined or shone
shot
showed
shrank or shrunk
shut
sang
sank
sat
slept

PAST PARTICIPLE

gone
grown
ground
hung
had
heard
hidden
held
hurt
has been
kept
kneeled or knelt
known
laid
leaped or leapt
left
lent
let
lain
lit
lost
made
meant
mowed or mown
put
read
ridden
rung
risen
run
said
sawed or sawn
seen
sold
sewed or sewn
set
shaken
shed
shined or shone
shot
shown or showed
shrunk
shut
sung
sunk
sat
slept

PRESENT

slide
sow
speak
spend
spin
split
spread
spring
stand
steal
stick
sting
strike
string
spit
sweat
sweep
swear
swim
swing
take
teach
tear
tell
think
throw
understand
wake
wear
weave
weep
wet
win
wind
write

PAST

slid
sowed
spoke
spent
spun
split
spread
sprang or sprung
stood
stole
stuck
stung
struck
strung
spit
sweat or sweated
swept
swore
swam or swum
swung or swang
took
taught
tore
told
thought
threw
understood
woke or waked
wore
wove
wept
wet
won
wound
wrote

PAST PARTICIPLE

slid
sowed or sown
spoken
spent
spun
split
spread
sprung
stood
stolen
stuck
stung
struck
strung
spit
sweat or sweated
swept
sworn
swum
swung
taken
taught
torn
told
thought
thrown
understood
woken or waked
worn
woven
wept
wet
won
wound
written

See also List 43, Suffixes; and List 82, Parts of Speech.

84. Basic Sentence Patterns

Parts of speech are put together to form sentences. The list of basic sentence patterns and variations shows the most common arrangements of words. Remember that every sentence must have at minimum a noun (or pronoun) and a verb. This is sometimes called a subject and a predicate.

N/V	noun/verb	<i>Children sang.</i>
N/V/N	noun/verb/noun	<i>Bill paid the worker.</i>
N/V/ADV	noun/verb/adverb	<i>Ann sewed quickly.</i>
N/LV/N	noun/linking verb/noun	<i>Arthur is President.</i>
N/LV/ADJ	noun/linking verb/adjective	<i>Chris looks sleepy.</i>
N/V/N/N	noun/verb/noun/noun	<i>Chuck gave Marie flowers.</i>

VARIATIONS OF BASIC SENTENCE PATTERNS

Negative—*It is raining./It is not raining.*

Question—*The bottle is empty./Is the bottle empty?*

Use of there—*A man is at the door./There is a man at the door.*

Request—*You mow the grass./Mow the grass.*

Passive—*The dog chased the fox./The fox was chased by the dog.*

Possessive—*Robert owns this car./This is Robert's car.*

Prepositional phrase added—*This is Robert's car in the garage.*

Adverbial Phrase Added—*Birds fly quietly together.*



See also List 85, Punctuation Guidelines; and List 86, Capitalization Guidelines.

85. Punctuation Guidelines

Review these guidelines with your students regularly. Have students refer to them when proofreading their writing.

• PERIOD

1. At end of sentence. *Example: Birds fly.*
2. After some abbreviations. *Example: Mr., U.S.A.*



QUESTION MARK

1. At the end of question. *Example: Who is he?*
2. To express doubt. *Example: He weighs 250 (?) pounds.*



APOSTROPHE

1. To form possessive. *Example: Bill's bike*
2. Omitted letters. *Example: isn't*
3. Plurals of symbols. *Example: 1960's, two A's*



PARENTHESIS

1. Supplementary material. *Example: The map (see illustration) is good.*
2. Stronger than commas. *Example: Joe (the bad guy) is dead.*
3. Enclose numbers. *Example: Her car is (1) a Ford, (2) too slow.*



COLON

1. Introduce a series. *Example: He has three things: money, brains, charm.*
2. Separate subtitles. *Example: The Book: How To Read It.*
3. Set off a clause. *Example: The rule is this: Keep it simple.*
4. Business letter salutation. *Example: Dear Sir:*
5. Times and ratios. *Example: 7:45 A.M., Mix it 3:1.*



SEMICOLON

1. Stronger than a comma. *Example: Peace is difficult; war is hell.*
2. Separate clauses containing commas. *Example: He was tired; therefore, he quit.*

” QUOTATION MARKS

1. Direct quote. *Example: She said, “Hello.”*
2. Titles. *Example: He read “Shane.”*
3. Special words or slang. *Example: He is “nuts.”*

’ COMMA

1. Independent clauses. *Example: I like him, and he is tall.*
2. Dependent clause that precedes a main clause. *Example: After the game, we went home.*
3. Semi-parenthetical clause. *Example: Bill, the tall one, is here.*
4. Series. *Example: He likes candy, ice cream, and diamonds.*
5. Multiple adjectives. *Example: The big, bad, ugly wolf.*
6. In dialogue. *Example: She said, “Hello.”*
7. Dates. *Example: July 4, 1776*
8. Titles. *Example: Joe Smith, Ph.D.*
9. Informal letter salutation. *Example: Dear Mary,*
10. Letter closing. *Example: Yours truly,*
11. Inverted names. *Example: Smith, Joe*
12. Separate city and state. *Example: Los Angeles, California*



EXCLAMATION POINT

1. Show strong emotion. *Example: She is the best!*



DASH

1. Show duration. *Example: 1949–50, Rome–London*
2. Parenthetical material. *Example: The girl—the pretty one—is here.*
3. To show omissions. *Example: She called him a - - - .*

See also List 84, Basic Sentence Patterns; and List 86, Capitalization Guidelines.

86. Capitalization Guidelines

Review these guidelines with your students and provide practice exercises for problem areas. Give “proofreading” assignments to help students become sensitive to the proper use of upper case letters.

Capitalize the pronoun I.

I often sleep late on weekends.

Capitalize the first word of any sentence.

Kittens are playful.

Capitalize the first word and all important words in titles of books, magazines, newspapers, stories, etc.

The Lion, the Witch, and the Wardrobe.

Capitalize names of specific people, places, events, date, and documents.

Eunice Jones, Toronto, Fourth of July, Thanksgiving, September, the Constitution

Capitalize the names of organizations and trade names.

Ford Motor Company, Tide detergent

Capitalize titles of respect.

Mr. Cox, Ms. Blake, Judge Rand

Capitalize names of races, languages, religions, and deity.

Negro, German, Catholic, the Almighty, Jehovah

Capitalize the first word in a direct quotation.

Ann inquired, “Where is the suntan lotion?”

Capitalize abbreviations and acronyms, all or part.

U.S., UNESCO, CA, St., Mr.

See also List 84, Basic Sentence Patterns; and List 85, Punctuation Guidelines.

87. Syllabication Rules

The teaching of syllabication rules is somewhat controversial. Some say you should, and some say it is not worth the effort. Syllables sometimes are part of phonics lessons because syllabication affects vowel sounds (for example, an open vowel rule), and sometimes they are part of spelling or English lessons. There is no close agreement on various lists of syllabication rules, and some of the rules have plenty of exceptions. We are not urging you to teach them, but neither are we urging you to refrain from doing so.

SYLLABICATION RULES*

Rule 1. VCV†	A consonant between two vowels tends to go with the second vowel unless the first vowel is accented and short. Example: <i>bro'-ken, wag'-on, e-vent'</i>
Rule 2. VCCV	Divide two consonants between vowels unless they are a blend or digraph. (See List 46.) Example: <i>pic-ture, ush-er</i>
Rule 3. VCCCV	When there are three consonants between two vowels, divide between the blend or the digraph and the other consonant. Example: <i>an-gler</i>
Rule 4. Affixes	Prefixes always form separate syllables (<i>un-hap-py</i>), and suffixes form separate syllables if they contain a vowel and in the following cases: a. The suffix <i>-y</i> tends to pick up the preceding consonant to form a separate syllable. Example: <i>fligh-ty</i> b. The suffix <i>-ed</i> tends to form a separate syllable only when it follows a root that ends in <i>d</i> or <i>t</i> . Example: <i>plant-ed</i> (not in stopped) c. The suffix <i>-s</i> never forms a syllable except sometimes when it follows an <i>e</i> . Example: <i>at-oms, cours-es</i>
Rule 5. Compounds	Always divide compound words. Example: <i>black-bird</i>

*Source: P. Costigan, *A Validation of the Fry Syllabification Generalization*. Unpublished master's thesis. Rutgers University, New Brunswick, NJ, 1977. Available from ERIC.

†V = vowel; C = consonant.

NOTE: These rules tend to give phonetic (sound) division of syllables that is in harmony with phonics instruction. Dictionaries tend to favor morphemic (meaning) division for main entries. Often, this does not conflict with the phonetic (pronunciation) division but sometimes it does, for example, "skat-er" morphemic versus "ska-ter" phonetic. The "er" is a morphemic (meaning) unit meaning "one who."

Rule 6. Final *le*

Final *le* picks up the preceding consonant to form a syllable.

Example: *ta-ble*

Rule 7. Vowel Clusters

Do not split common vowel clusters, such as:

a. *R*-controlled vowels (*ar*, *er*, *ir*, *or*, and *ur*).

Example: *ar-ti-cle*

b. Long vowel digraphs (*ea*, *ee*, *ai*, *oa*, and *ow*).

Example: *fea-ture*

c. Broad *o* clusters (*au*, *aw*, and *al*).

Example: *au-di-ence*

d. Diphthongs (*oi*, *oy*, *ou*, and *ow*).

Example: *thou-sand*

e. Double *o* like *oo*.

Example: *moon*, *look*

Rule 8. Vowel Problems

Every syllable must have one and only one vowel sound.

a. The letter *e* at the end of a word is silent.

Example: *come*

b. The letter *y* at the end or in the middle of a word operates as a vowel.

Example: *ver-y*, *cy-cle*

c. Two vowels together with separate sounds form separate syllables.

Example: *po-li-o*



See also Lists 42, Prefixes; and List 43, Suffixes.

88. Build-a-Sentence

Select one from each column

Who? (subject)	What? (verb)	Why? (prepositional phrase)	When? (adverb)	Where? (object)
A boy	climbed into an airplane	for a vacation	last summer	in New York
The shark	looked everywhere	to find his mother	in 2020	on the moon
A big dump truck	slid		during the game	outside my house
The monster	laughed	to get a million dollars	next year	in a cave
	swam			on a farm
My dad	dove	for fun	today	under a rock
A rattlesnake	swung on a rope	because he was on fire	at midnight	next to a lion
Maria	fell	to fall in love	forever	100 feet beneath the ocean
Mickey Mouse	yelled loudly		before breakfast	in bed
A tiny ant	flew	for an ice cream cone	always	on top of a tree
			500 years ago	at the circus
The train	ran fast	to build a house	right now	in front of the city hall
Iron John	jumped	to fight the enemy	in a month	in a corn field
A beautiful princess	kicked		after school	behind the stove
	couldn't stop	to get to school	in an hour	in space
			yesterday	downtown
A large bird	slithered	to be kissed	during the war	inside an egg
My good friend	crawled			in Africa
	hopped on one foot	for a coat of paint	at dawn	out West
A teacher		because it was mad		on a tropical island

Feel free to add more words to make your sentence read better or add interest. You can leave out anything except a subject and a verb. Make your own Build-A-Sentence chart using a theme like a monster, earthquake or family theme.

90. Proofreading Checklist—Intermediate

CONTENT

Did I:

- ☐ Stick to my topic?
- ☐ Use good sources for information?
- ☐ Use enough sources for information?
- ☐ Organize my information carefully? (sequence, logical order, Q/A, main idea/ supporting details, thesis statement/arguments, etc.)
- ☐ Check my facts?
- ☐ Consider/use graphs, tables, charts for data?
- ☐ Consider my readers and select words to catch their interest? to help them understand? to create images in their minds? to help them follow the sequence?
- ☐ Use sufficient detail and description?

FORMAT

Did I:

- ☐ Choose an appropriate title?
- ☐ Use quotations correctly?
- ☐ Use headings and subheadings?
- ☐ Label graphs, charts, and tables?
- ☐ Include a list of resources or bibliography?
- ☐ Number the pages?
- ☐ Include my name, class, and date?

MECHANICS

Did I:

- ☐ Check sentences for completeness and sense?
- ☐ Check for consistent verb tense?
- ☐ Check for consistent point of view?
- ☐ Check for subject-verb agreement?
- ☐ Check for proper use of pronouns?
- ☐ Check all spelling?
- ☐ Check for end marks and other punctuation?
- ☐ Check for capital letters and underlining?
- ☐ Check paragraph indentations?
- ☐ Check legibility?

89. Proofreading Checklist—Elementary

	CHECK
It says what I wanted it to say.	☐
Every sentence is a complete thought. (Contains a subject and a verb.)	☐
No words are missing.	☐
Every sentence begins with a capital letter.	☐
Every sentence has an end mark.	☐
Every word is spelled correctly.	☐
I checked the verb forms I used.	☐
I checked the pronouns I used.	☐
I checked all punctuation marks.	☐
I indented the first line of every paragraph.	☐
My writing is neat and can be read.	☐
I used interesting words instead of the most common ones.	☐
If it is a letter, it has the correct format.	☐
If it is a story, it has an interesting title.	☐



91. Proofreading Marks

Helping students develop essays, short stories, term papers, or other writing goes more smoothly when you use proofreading symbols. Introduce these early in the school year and use them throughout. The time and space saved may be devoted to comments on content and encouragement.

<u>Notation in Margin</u>	<u>How Indicated in Copy</u>	<u>Explanation</u>
¶	true. ^ The best rule to follow	New paragraph
⌒	living ⌒ room	Close up
#	Mary had a ^	Insert space
⌊	Mary had a ⌊ lamb ⌋ little ⌋	Transpose
sp	There were Ⓢ children	Spell out
cap	<u>mary</u> had a little lamb.	Capitalize
lc	Mary had a little / lamb.	Lower case
↵	The correct proce↵dure	Delete or take out
stet	Mary had a ~~little~~ lamb.	Restore crossed-out word(s) (leave stand as before corrected)
little	Mary had a ^ lamb.	Insert word(s) in margin
⋄	Birds fly ^	Insert a period
⋆	Next ^ the main	Insert a comma

See also Lists 89 and 90, Proofreading Checklists.

92. Plurals

Mastery of these rules will help students in any grade. The irregular spellings must be memorized. Try a fast-paced plural spelling bee for practice.

Rules for forming plurals:

1. The plural form of most nouns is made by adding -s to the end of the word.

chair	chairs	floor	floors
president	presidents	desk	desks
face	faces	drill	drills

2. If the word ends in -s, -sh, -ch, -x, or -z, the plural is formed by adding -es.

boss	bosses	dish	dishes
bench	benches	fox	foxes
waltz	waltzes	tax	taxes

3. If the word ends in a consonant followed by -y, the plural is formed by changing the -y to -i and adding -es.

city	cities	country	countries
variety	varieties	candy	candies
family	families	cherry	cherries

4. If the word ends in a vowel followed by -y, the plural is formed by adding -s.

valley	valleys	turkey	turkeys
key	keys	play	plays
journey	journeys	boy	boys

5. The plurals of most nouns ending with -f or -fe are formed by adding -s.

gulf	gulfs	belief	beliefs
cuff	cuffs	roof	roofs
cliff	cliffs	dwarf	dwarfs

6. Some words that end in -f or -fe are formed by changing the -f to -v and adding -es.

knife	knives	wife	wives
leaf	leaves	elf	elves
thief	thieves	life	lives
loaf	loaves	wolf	wolves
half	halves	self	selves
calf	calves		

7. If the word ends in a consonant followed by -o, form the plural by adding -es.

hero	heroes	potato	potatoes
tomato	tomatoes	echo	echoes
zero	zeroes	cargo	cargoes

8. If the word ends in a vowel followed by -o, form the plural by adding -s.

video	videos	radio	radios
studio	studios	patio	patios

9. To form the plural of a compound word, make the base noun, or second noun, plural.

brother-in-law	brothers-in-law	bucketseat	bucketseats
sandbox	sandboxes	passer-by	passers-by

10. Some words have irregular plural forms:

child	children	foot	feet
ox	oxen	mouse	mice
louse	lice	radius	radii
piano	pianos	Eskimo	Eskimos
sheep	sheep	tooth	teeth
trout	trout	deer	deer
salmon	salmon	woman	women
man	men	goose	geese
series	series	species	species
basis	bases	stimulus	stimuli
crisis	crises	medium	media
index	indices	criterion	criteria
solo	solos	auto	autos
axis	axes	focus	foci
oasis	oases	parenthesis	parentheses

11. Some words are used for both singular and plural meanings:

cod	deer	trout	sheep
moose	bass	corps	wheat
barley	mackerel	rye	series
traffic	dozen	fish	gross



See also List 43, Suffixes.

93. Writeability Checklist

The following is a list of suggestions for writing materials that are on an easy readability level. You can also use this as a readability checklist.

Vocabulary

- ☐ Avoid large and/or infrequent words. (submit-send)
- ☐ For high-frequency words use lists such as the Carroll, Davies, Richman word list or 3000 Instant Words. (See List 4, Instant Words.)
- ☐ For meaning lists, use *Living Word Vocabulary*.
- ☐ Avoid words with Latin and Greek prefixes. (See Lists 42 and 43, Prefixes.) (implement-carry out)
- ☐ Avoid jargon. (terms known in only one field)
- ☐ Okay to use technical words but make sure to define them and, if possible, give an example when you use them for the first time.

Sentences

- ☐ Keep sentences short on the average. For adults, keep average sentence below fifteen words.
- ☐ Avoid splitting sentence kernel (embedding).
- ☐ Keep verb active (avoid nominalizations).
- ☐ Watch out for too many commas. (See List 85, Punctuation Guidelines.)
- ☐ Semicolons and colons may indicate need for new sentence.

Paragraphs

- ☐ Keep paragraphs short on the average.
- ☐ One-sentence paragraphs are permissible at times.
- ☐ Indent and line up lists. (Keep lists out of paragraph)

Organization

- ☐ Suit organization plan to topic and your purpose.
- ☐ Try to use SER—Statement, Example, Restatement.
- ☐ Use subheads.
- ☐ Use signal words. (See List 54, Signal Words.)
- ☐ Use summaries.
- ☐ Watch cohesion and use signal words (See List 54.)

For further information see the chapter "Writeability: The principles of writing for increased comprehension" in *Readability, Its Past, Present, and Future*. Published by the International Reading Assn., Newark, DE.

Personal Words

- ☐ Use personal pronouns, but not too many. (*Example:* I and you)
- ☐ Use personal sentences. (*Example:* 1. Sentences directed at reader, "You should . . ." 2. Dialogue sentences, "Dick said, 'Hello.' ")

Imageability

- ☐ Use more concrete or high imagery words.
- ☐ Avoid abstract or low imagery words.
- ☐ Use vivid examples.
- ☐ Use metaphors and similes (See List 25, Similes; and List 26, Metaphors.)
- ☐ Use graphs whenever appropriate. (See List 149, Taxonomy of Graphs.)

Referents

- ☐ Avoid too many referents (*Example:* it, them, they) Replace some referents with nouns or verbs.
- ☐ Avoid too much distance between noun and referent.
- ☐ Don't use referent that could refer to two or more nouns or verbs.

Motivation

- ☐ Select interesting topics.
- ☐ Select interesting examples.
- ☐ Write at level that is a little below your audience. (See List 142, Readability Graph.)

94. Spelling Demons—Elementary

Those who study children's spelling errors and writing difficulties have repeatedly found that a relatively small number of words make up a large percentage of all spelling errors. Many commonly misspelled words are presented in this Spelling Demons list. Other lists in this book, such as Homophones, Instant Words, and Subject Matter Words, can also be used as spelling lists.

about	could	Halloween	off	shoes	tomorrow
address	couldn't	handkerchief	often	since	tonight
advise	country	haven't	once	skiing	too
again	cousin	having	outside	skis	toys
all right	cupboard	hear	party	some	train
along	dairy	heard	peace	something	traveling
already	dear	height	people	sometime	trouble
although	decorate	hello	piece	soon	truly
always	didn't	here	played	store	Tuesday
among	doctor	hospital	plays	straight	two
April	does	hour	please	studying	until
arithmetic	early	house	poison	sugar	used
aunt	Easter	instead	practice	summer	vacation
awhile	easy	knew	pretty	Sunday	very
balloon	enough	know	principal	suppose	wear
because	every	laid	quarter	sure	weather
been	everybody	latter	quit	surely	weigh
before	favorite	lessons	quite	surprise	were
birthday	February	letter	raise	surrounded	we're
blue	fierce	little	read	swimming	when
bought	first	loose	receive	teacher	where
built	football	loving	received	tear	which
busy	forty	making	remember	terrible	white
buy	fourth	many	right	Thanksgiving	whole
children	Friday	maybe	rough	their	women
chocolate	friend	minute	route	there	would
choose	fuel	morning	said	they	write
Christmas	getting	mother	Santa Claus	though	writing
close	goes	name	Saturday	thought	wrote
color	grade	neither	says	through	you
come	guard	nice	school	tired	your
coming	guess	none	schoolhouse	together	you're
cough	half	o'clock	several		

See also List 95, Spelling Demons—Secondary.

For all the words in a complete elementary spelling program, see *Spelling Book: Words Most Needed Plus Phonics for Grades 1–6* by Edward Fry, Laguna Beach Educational Books, 245 Grandview, Laguna Beach, CA 92651.

95. Spelling Demons—Secondary

Secondary students may misspell words on the elementary list of Demons, and since their writing is more advanced than the younger students they may also have trouble with these Demons. If you use these for spelling lessons, don't assign too many at once—pick and choose some you know they need.

absence	approach	category	descend
absolutely	approximately	ceiling	describe
acceptable	arctic	celebrate	description
accidentally	argue	cemetery	desert
accommodate	arguing	certainly	despair
accompany	argument	character	develop
accurate	around	chief	difference
accustom	arrangement	cite	different
ache	assistance	college	dilemma
achieve	athlete	comfortable	diligence
acknowledgment	attempt	coming	dining
acquaintance	attendance	committed	disagreeable
acquire	author	committee	disappear
across	awful	comparative	disappoint
actually	awkward	complete	disastrous
address	balloon	concede	discipline
adolescent	banquet	conceive	discover
advantageous	bargain	condemn	discussion
advertisement	beautiful	conquer	disease
advice	before	conscience	dissatisfied
again	beginning	conscientious	divided
against	belief	conscious	doubt
aisle	believe	consider	dropped
all right	beneficial	continually	drowned
almost	benefited	control	effect
although	bicycle	controversial	eighth
always	biggest	controversy	eleventh
amateur	boundary	council	eligible
ambition	breathe	courageous	embarrass
among	brilliant	courteous	emigrate
amusing	Britain	criticism	endeavor
analyze	built	criticize	enough
ancient	bulletin	crowd	environment
announces	buried	dangerous	equipment
annually	bury	deceive	equipped
answered	business	decided	especially
anticipated	busy	decision	eventually
anxious	cafeteria	defense	evidently
apology	calendar	definitely	exaggerate
apparent	captain	definition	exceed
appearance	career	democracy	excellent
appreciate	carrying	dependent	except

excitement	hurrying	muscle	prescription
exercise	hypocrite	mysterious	prestige
exhausted	ignorant	naturally	prevalent
exhibit	imaginary	necessary	principal
existence	immediately	neither	principle
expense	importance	niece	privilege
experience	impossible	nonsense	probably
explanation	incredible	noticeable	procedure
extraordinary	independent	numerous	proceed
extremely	Indian	obedience	profession
familiar	individual	occasion	professor
fascinate	innocent	occasionally	prominent
fascinating	intelligence	occur	pursue
favorite	interest	occurred	quantity
fierce	interrupt	occurrence	quiet
finally	irrelevant	occurring	realize
flies	its	often	really
foreign	jealousy	omitted	receipt
formerly	judgment	opinion	receive
fortunately	knife	opportunity	recognize
forty	knowledge	ordinary	recommend
forward	laboratory	paid	referred
fourth	led	parallel	referring
friend	leisure	paralyzed	relief
gaiety	library	particular	remember
gauge	license	performance	renowned
generally	lieutenant	perhaps	repetition
genuine	lightning	permanent	representative
government	likely	permitted	responsibility
grammar	listener	personal	responsible
grateful	literature	personnel	restaurant
grieve	lose	persuade	rhythm
guarantee	losing	physical	running
guard	luxury	picnicking	sacrifice
guessed	magnificent	planned	safety
guidance	making	pleasant	salary
guilty	maneuver	pledge	sandwich
handkerchief	marriage	politician	satisfactory
happened	mathematics	portrayed	saucer
having	meant	possess	scene
heard	medicine	possible	schedule
height	mere	practical	scheme
heroes	million	precede	science
hesitate	miniature	prefer	seize
hindrance	miscellaneous	preferred	sense
honorable	mischief	prejudice	sensible
hoping	mischievous	preparation	separate
humorous	moral	prepare	sergeant

serious	studying	thief	vacuum
shining	substantial	thorough	valuable
shriek	subtle	tired	vegetable
siege	succeed	together	vengeance
similar	success	toward	victim
sincerely	sufficient	tragedy	villain
skiing	suggestion	transferred	visible
soldier	summary	tremendous	waive
sophomore	supersede	tries	weigh
source	suppose	truly	weird
speak	surprise	twelfth	woman
special	susceptible	unnecessary	wrench
speech	swimming	until	write
stationary	system	unusual	writing
stopped	technique	using	written
straight	temperature	usually	yacht
strength	terrible	vacant	yield
stubborn	therefore		



See also List 94, Spelling Demons—Elementary; and List 96, National Spelling Bee List.

96. Spelling Demons—National Spelling Bee List

Every May, Scripps Howard sponsors the National Spelling Bee in Washington, DC. The 227 contestants in 1992 were sponsored by 221 newspapers from all over the nation, as well as Guam, Mexico, Puerto Rico, and the Virgin Islands. Spellers must be under 16 and not have progressed in school beyond the eighth grade.

For 54 finalists in the 1992 National Spelling Bee, a chance for the championship was lost by misspelling one of the following words. These are obviously the very hardest words. If you want a booklet, "Words of the Champions," of beginning, intermediate, and advanced words, you can write to Scripps Howard, National Spelling Bee, P.O. Box 5380, Cincinnati, Ohio 45202.

alpestrine	effaceable	knurl	obloquy	synod
anathema	emolument	lilliputian	opsimath	tendresse
beleaguer	epistrophe	linguipotence	ossuary	tralatitious
burgherly	excise	lorgnette	paroxysm	trattoria
cabochon	famulus	loupe	pellagra	trousseau
cappuccino	gentian	lycanthrope	pylorus	usurpation
catechism	grogram	mademoiselle	requital	venireman
condign	habiliment	marquee	rescissory	vitiate
crinoline	immolate	nacelle	serigraph	wainwright
diptych	ingenue	nefarious	sinecure	zwieback
doughty	jodhpur	nonpareil	sorbefacient	

These 24 words were the last words given in each of the years from 1969 to 1992 at the Scripps Howard National Spelling Bee. They were all spelled correctly, thereby determining the national championship.

1969—interlocutory	1977—cambist	1985—milieu
1970—croissant	1978—deification	1986—odontalgia
1971—shalloon	1979—maculature	1987—staphylococci
1972—macerate	1980—elucubrate	1988—elegiacal
1973—vouchsafe	1981—sarcophagus	1989—spoliator
1974—hydrophyte	1982—psoriasis	1990—fibranne
1975—incisor	1983—purim	1991—antipyretic
1976—narcolepsy	1984—luge	1992—lyceum

97. Spelling Demons—Wise Guys

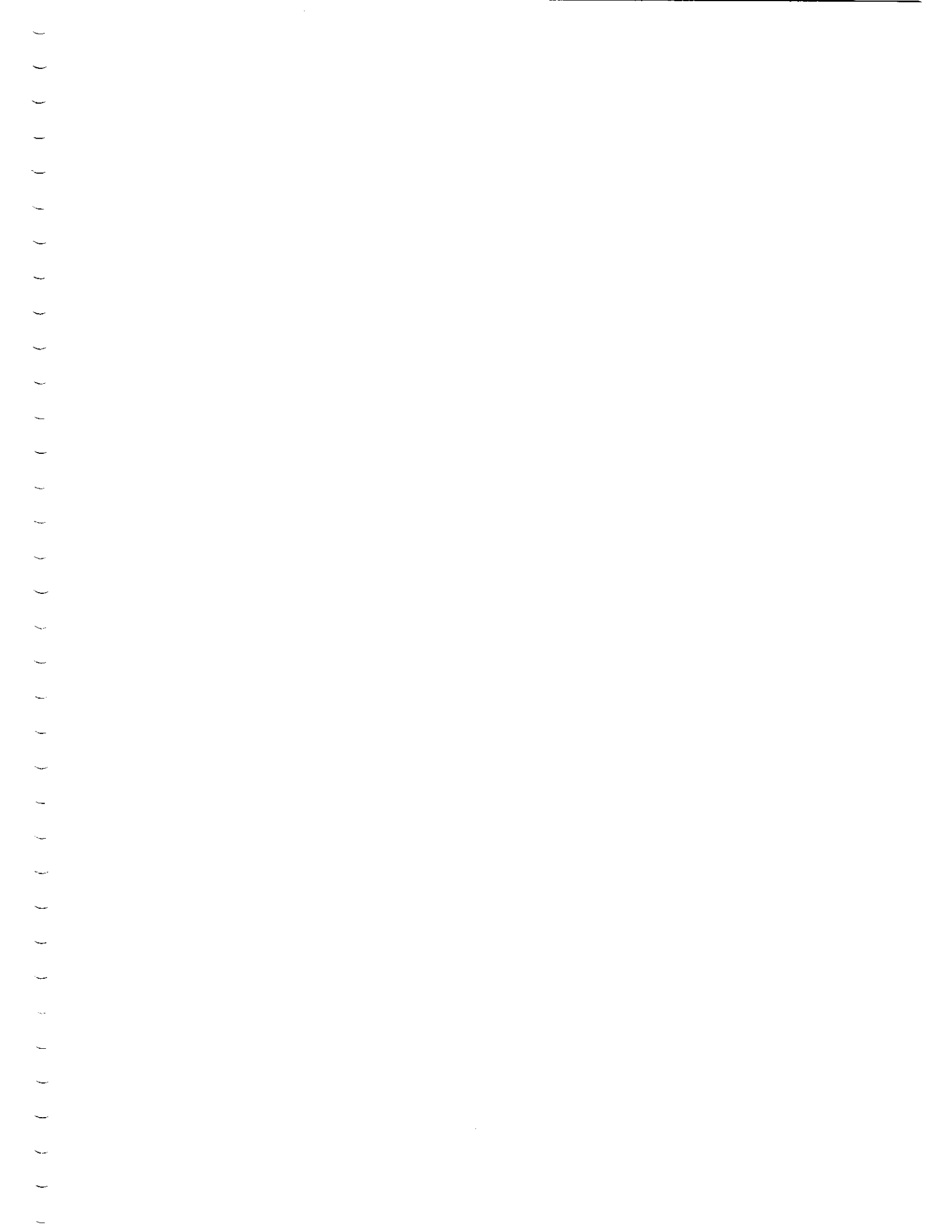
Try using these as examples of the utility of syllabication for pronouncing new words.

Antidisestablishmentarianism: State support of the church.

Supercalifragilisticexpialidocious: Mary Poppins says it means "good."

Pneumonoultramicroscopicsilicovolcanoconiosis: Lung disease caused by inhaling silica dust.

Floccinaucinihilipilification: Action of estimating as worthless.



SECTION IX

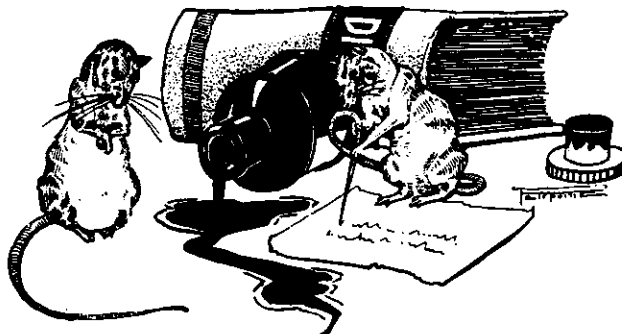
Enrichment and Discovery Activities



98. Interest Inventory—Primary

Use the interest inventory to get to know your students. You will find special talents, hobbies, and needs that will help you help your students.

1. In school the thing I like to do best is _____
2. Outside of school the thing I like to do best is _____
3. If I had a million dollars I would _____
4. When I grow up I will _____
5. I hate _____
6. My favorite animal is _____
7. The best sport is _____
8. When nobody is around I like to _____
9. The person I like best is _____
10. Next summer I hope to _____
11. I like to collect _____
12. My favorite place to be is _____
13. The things I like to make are _____
14. The best book I ever read was _____
15. The best TV show is _____
16. What I think is funny is _____



See also List 79, Story Starters; and List 99, Interest Inventory—Intermediate.

99. Interest Inventory—Intermediate

Assigning a topic for a report, suggesting a good book, and selecting meaningful examples can be helped by knowing students' preferences and interests. Use the interest inventory during the first week of school.

1. Outside of school my favorite activity is _____
2. I work at _____. My job is _____
3. The sport(s) I like to watch best is (are) _____
4. The sport(s) I like to play best is (are) _____
5. After high school I plan to _____
6. The job I want to be doing as an adult is _____
7. In school my favorite subject(s) is (are) _____
8. The subject(s) in which I get the best grade(s) is (are) _____
9. I would like to learn more about _____
10. My main hobbies or leisure time activity is (are) _____
11. For pleasure I read _____
12. I spend about _____ hours or _____ minutes a week reading for fun.
13. The best book I have ever read was (title) _____
14. The book I am reading now is (title) _____
15. My favorite magazine(s) is (are) _____
16. The part of the world that interests me the most is _____
17. When I am finished with school, I hope to live in _____
18. The kinds of books or stories I like to read are _____
19. My favorite TV show is _____
20. What makes me mad is _____
21. What makes me laugh is _____
22. My favorite person is _____
23. Next summer I plan to _____

See also List 79, Story Starters; and List 98, Interest Inventory—Primary.

100. Activities for Language Development

Many children love acting. With these activities they can have some fun and learn a few words at the same time.

1. In One Place—Make Your Body:

wiggle	collapse	expand	hang
wriggle	shake	contract	slouch
squirm	rock	curl	droop
stretch	sway	uncurl	sink
bend	bounce	rise	tumble
twist	bob	lurch	totter
turn	spin	lean	swing
flop	whirl	sag	

2. From Place to Place—Make Your Body:

creep	hop	meander	stalk
crawl	tramp	limp	race
roll	hustle	hobble	plod
walk	stride	stagger	amble
skip	prance	scramble	sprint
run	strut	march	slink
gallop	stroll	scurry	dodge
leap	saunter	trudge	

3. Make Your Legs and Feet:

kick	stamp	trample	mince
shuffle	tap	tip-toe	stumble
skuff	drag	slip	

4. Make Your Face:

smile	wink	yawn	wince
frown	gape	chew	grimace
sneer	scowl	stare	squint
pout	grin	glare	blink
leer	smile		

5. Make Your Hands:

open	grasp	snatch	pinch
close	clap	pluck	poke
clench	scratch	beckon	point
grab	squeeze	pick	tap
stroke	wring	slap	clasp
poke	knead	pat	rub

6. Make Your Arms and Hands:

pound	reach	thrust	throw
strike	wave	lift	fling
grind	slice	stir	catch
sweep	chop	weave	whip
cut	push	clutch	grobe
beat	pull	dig	punch

7. Pantomime or Dramatize:

yawning	speaking	hiccupping	twittering
sighing	cooing	wheezing	crowing
groaning	calling	murmuring	lowing
moaning	chuckling	muttering	squalling
grunting	rustling	sputtering	neighing
growling	snoring	whistling	shinnying
howling	whimpering	hissing	rattling
roaring	wailing	cackling	clanging
bellowing	shouting	trilling	ringing
screaching	laughing	hooting	honking
screaming	sneezing	creaking	popping
crying	snickering	braying	clicking
sobbing	tittering	whispering	buzzing
gasping	giggling	singing	purring
shrieking	sniffing	humming	ticking
whining	panting	croaking	chirping
mumbling	coughing	barking	squeaking
			sizzling

8. Dramatize These Moods:

fear	boredom	despair	contempt
pain	wonder	hope	reluctance
rage	generosity	pity	admiration
joy	reverence	hate	delight
sorrow	jealousy	love	anticipation
loneliness	envy	compassion	impatience
satisfaction	resentment	horror	happiness
frustration	pride	disgust	doubt
contentment	shame	surprise	greed
discontentment	repentance	gratitude	
anxiety	resignation	gaiety	

9. Dramatize These Activities:

work	study
play	fight
worship	build
destroy	celebrate
harvest	plant

10. Represent:

cat	bee
dog	seagull
caterpillar	mosquito
apple tree	any living thing

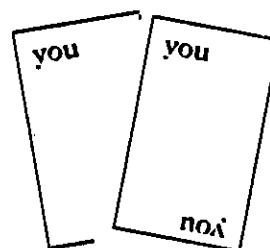
See also List 101, Games & Methods for Teaching.

101. Games and Methods for Teaching

The games and methods for instruction listed here are suggestions for class activities that will help students learn many of the lists or words presented in this book.

1. Pairs. A card game for two to five players. Five cards are dealt to each player, and the remainder of the deck is placed in the center of the table. The object of the game is to get as many pairs as possible. There are only two cards alike in each deck. To play, the player to the right of the dealer may ask any other player if he or she has a specific card, for example, "Do you have *and*?" The player asking must hold the mate in his or her hand. The player who is asked must give up the card if he or she holds it. If the first player does not get the card asked for, he or she draws one card from the pile. Then the next player has a turn at asking for a card. If a player can't read his or her own card, the player may show the card and ask any other player how to read it.

If the player succeeds in getting the card asked for, either from another player or from the pile, he or she gets another turn. As soon as the player gets a pair, he or she puts the pair down in front of him or her. The player with the most pairs at the end of the game wins. *Note:* A deck of 50 cards (25 pairs) is good for two to five players. This game works well with an Instant Word list of 25 words with each word on two cards (see List 4). It can also work well with homophones (List 1) or any association in this section.



2. Bingo. Played like regular Bingo except that the players' boards have 25 words in place of numbers. Children can use bits of paper for markers, and the caller can randomly call off words from a list. Be certain when making the boards that the words are arranged in a different order on each card. Use with 25 Instant Words or any 25 words. Caller can write each word called on the board to help players learn to read the words.

the	of	it	with	at
a	can	on	are	this
is	will	you	to	and
your	that	we	as	but
be	in	not	for	have

3. Board Games. Trace a path on posterboard. Mark off one-inch spaces. Write a word in each space. Students advance from start by tossing dice until one reaches the finish line. Students must correctly pronounce (or give the meaning or sample use) of the word in the square. Use three pennies if you don't have dice; shake and advance number of squares for heads up.

4. Contests. Students, individually or as teams, try to get more words in a category than anyone else. For example, the teacher may start the contest by giving three homographs. The students try to amass the longest list of homographs. There may be a time limit.

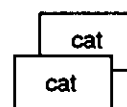
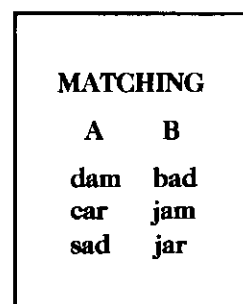
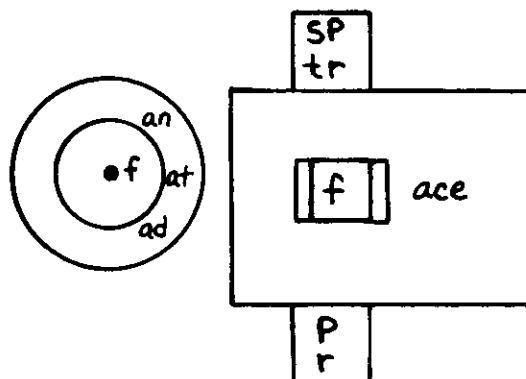
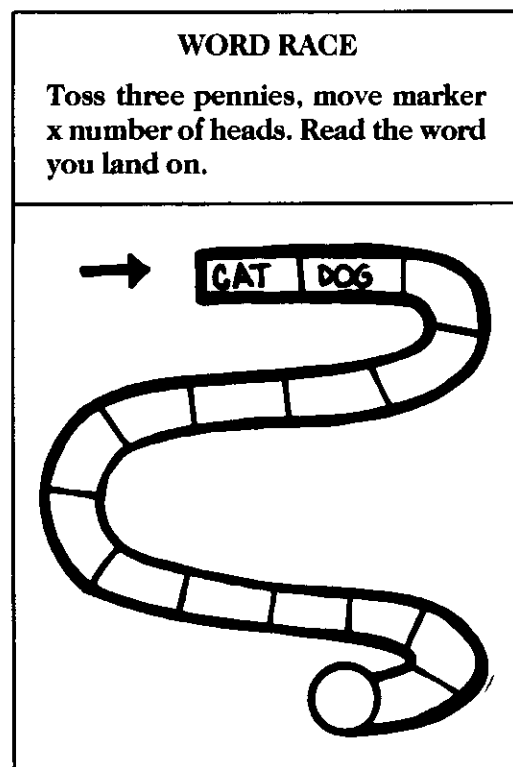
5. Spelling. Use the list words in spelling lessons or have an old-fashioned spelling bee. See List 94, Spelling Demons—Elementary, and List 95, Spelling Demons—Secondary, or Instant Words.

6. Use Words in a Sentence. Either orally or written. Award points for the longest, funniest, saddest, or most believable sentence.

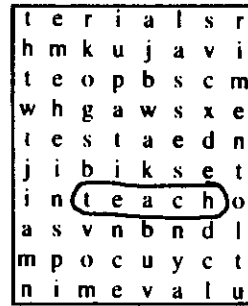
7. Word Wheels. To make a word wheel, attach an inner circle to a larger circle with a paper fastener. Turn the inner wheel to match outer parts. This is great for compound words, phonograms, or matching a word to a picture clue. Sliding strips do the same thing.

8. Matching. Make worksheets with two columns of words or word parts. Students draw a line from an item in column A to the item in column B that matches (*prefix* and *root*, *word* and *meaning*, two synonyms, etc.). Matching also can be done by matching two halves of a card that has been cut to form puzzle pieces. See Association Pairs on page 275 for suitable lists of paired words.

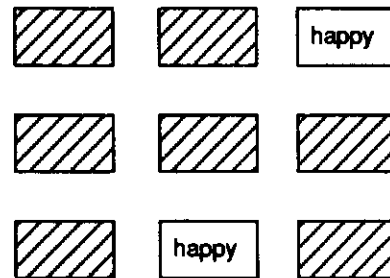
9. Flash Cards. The word or word part is written on one side of a card. The teacher or tutor flashes the cards for the student to read instantly. Cards also can be shuffled and read by the student. Cards also can be used in sentence building, finding synonyms and antonyms, and the Concentration Game.



10. Hidden Words (or Word Search Puzzle). To make a word search puzzle, write words horizontally, vertically, or diagonally on a grid (graph paper is fine), one letter per box. Fill in all the other boxes with letters at random. Students try to locate all of the target words. When they find a word they circle it.



11. Concentration. To play Concentration, use one-sided flashcards or any card with a word or symbol written on one side. Cards must be in pairs (duplicate) such as two identical cards or an association pair. Shuffle four or more pairs (more for older or brighter students) and place cards face down, spread out randomly over a table surface. The player may pick up any two cards and look at them. If they are a pair, he or she keeps them; if they are not, the cards must be put back in exactly the same place from which they came. The trick is to remember where different cards are located while they are sitting on the table face down so that when you pick up one card you remember where its pair is located. Players take turns, and the object is to accumulate the most cards. Learning is needed to know what cards are pairs, for example, which definition matches which card or any association pair.



Associate word with picture



Homophones



Prefix—meaning



Abbreviation—word



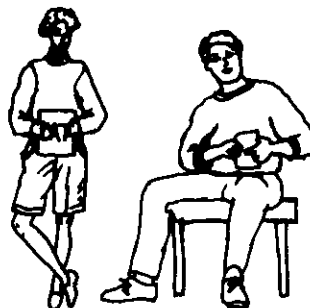
Root—meaning



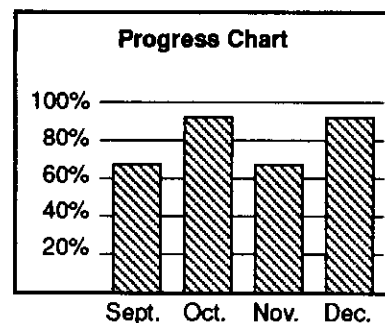
12. Association Cards. For students who don't want to fool around with games, a useful learning device is to develop a set of association pair cards with the word on one side and its definition on the other side. The student first studies both sides of a set of cards; then the student goes through a stack of cards reading the words and attempting to recall the definition. If correct, he or she puts the card into the "know pile"; if incorrect or the student can't remember, the card is studied and put into the "don't-know pile." Next, the "don't-know pile" is sorted once more into "know" and "don't-know." This process is complete when all cards are in the "know pile"; unfortunately, there is, also something called forgetting, so the stack of cards should be reviewed at later intervals, such as a few days later and a few weeks later. Students should not attempt to learn (associate) too many new (unknown) cards at one time, or learning will become boring. But as long as motivation is high

and learning is occurring, this is an excellent learning and study technique. Primary students can use picture nouns and older students Greek Roots—See Association Pair list.

13. Tutoring. A teacher and a student, or a tutor and a student, or even two students can use these double-sided association pair cards in many ways. The tutor holds up one card, and the student calls off the associated definition. Students can take turns, have contests, win prizes, and so on.

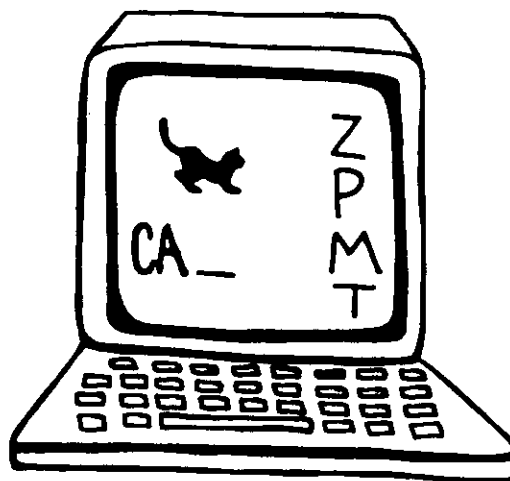


14. Testing. Although it is often overused, testing is also a powerful learning motivator and teaching device. Done kindly and thoughtfully, testing can cause a lot of learning to occur in a classroom or tutoring situation. A technique of testing is to assign a set of association pairs to be learned (using any game or technique) and then test the results. Some teachers assign short daily tests that accumulate points or cause movement on a big chart. Other teachers give weekly tests and assign numeral or percent grades; these are shown to parents, or the five best papers are posted on a bulletin board. Part of the learning occurs because the students are motivated to study and because the students get feedback or knowledge of the results as to whether they know or don't know something. Hence, the corrected papers should be returned, or the students should trade papers and correct for more immediate and sometimes better knowledge of results.



Testing also gives feedback to the teacher or tutor so that the teacher can regulate the amount of new learning (number of words) to be learned next or the amount needing review. It also can help the student to individualize and to give some students more and other students less to be learned.

15. Computer-Aided Instruction (CAI). One of the newer methods of teaching is to use computers to provide instruction, drills, and tests. CAI programs teach vocabulary both in and out of context, different types of comprehension, and subject content reading. CAI uses many elements of programmed instruction, such as small steps (limited from content), clear objectives, careful se-



quencing, active student response, immediate feedback on correctness, and often branching and recordkeeping. Most teachers buy programs already made, but it is possible to develop your own on a CAI program with the aid of a utility program in which the teacher inserts only desired content. The *Reading Teachers' Book of Lists* has much excellent content for CAI programs.

16. Association Pairs. This is a table of items to be associated or learned together. We are calling them association pairs because they are often taught by association learning. The following association pairs can be used in developing games such as Concentration and Association, and in creating programs for computer-aided instruction.

USE THESE PAIRS FOR GAMES AND LESSONS

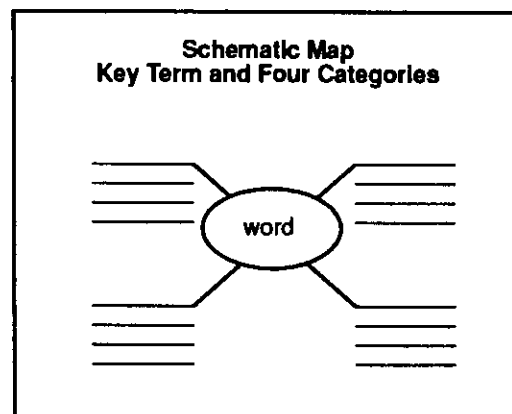
LIST NUMBER	ASSOCIATION PAIR
1	Word—Homophone (bare - bear)
2	Homograph—Definition (stoop - bend down; stoop - porch)
3	Word-look-alike or sound-alike word (coma - comma)
13	Measurement term—Abbreviation (mm - millimeter)
13	Measurement term—Numerical relation (kilometer - 1000 meters)
13	Measurement term—Conversion (1 meter = 3.3 feet)
22	Word—Synonym (see - look)
23	Word—Antonym (back - front)
24	First three words in analogy—Last word (story:read::song:sing)
28	Idiom root word—three or four usages (do - do away, do out of, do well)
32	Clipped word—Full word (pop - popular)
33	Portmanteau word—Full words (brunch - breakfast + lunch)
35	Contraction—Full words (she'd - she would)
36	Acronym—Full words (CB - citizens band)
37	Borrowed word—Origin (pasteurize - Louis Pasteur)
38	Foreign word—Translation (origin) (bonjour - good day, French)
41	-Ology word—Definition (cryptology - codes)
5	Picture nouns ( - cat)
145	Computer term—Definition (bug - error)
40	Phobia word—Definition (agoraphobia - open places)
45	Greek root—Meaning (graph - write)
45	Latin root—Meaning (duct - lead)
43	Prefix—Meaning (anti - against)
44	Suffix—Meaning (-ee - one who, ex. payee)
44	Suffix—Grammar (-s - plural)
48	Illustrating word or example word—Phoneme (at - short A)

LIST NUMBER	ASSOCIATION PAIR
55	Propaganda technique (See List 55)
149	Graph term—Example (bar graph)
66	Key object—Number (five - 15)
82	Part of speech—Definition (example: noun - name of person, place)
83	Irregular verb present—Past (am - was)
83	Irregular verb present—Past participle (am - been)
144	Literary term—Definition (ballad - long narrative poem)
124	State abbreviation - Full name (CA - California)
125	Common abbreviation - Full term (Aug. - August)
128	Latin alphabet—Hebrew or Greek or Russian alphabet (B - Dbeth)
129, 132	Alphabet—Manual alphabet or Morse Code (B - . . .)
134	Symbol—Verbal equivalent (+ - plus)
91	Proofreading symbol—Explanation (¶ - New paragraph)
137	Roman number—Arabic numeral (12 - XII)
120	Library classification symbol—Area description (D - General History)
9	Collective Nouns—Animal (gaggle - geese)
135	Native American symbol—Meaning (sun symbols - happiness; see List 135.)

17. Humor. Don't overlook the good effects of humor on learning. Both children and adults love word games and jokes. Many jokes use homophones and homographs. For example, "What is an outspoken hot dog? A frank frank." See List of Jokes and Hink Pinks, List 104. Children also like to draw humorous pictures of idiomatic expressions such as "It's raining cats and dogs" or "She's a ball of fire." Try a few Wacky Wordies (List 103).

18. Semantic Mapping. There are a number of ways to make some of the ideas in stories or expository text graphically visible. These are sometimes called Semantic Maps or Cognitive Maps, Webbing, or a number of other terms. They are also excellent for developing or enriching vocabulary.

A simple Semantic Map might have a term, title, or vocabulary word in the middle and four clusters or areas of related terms.



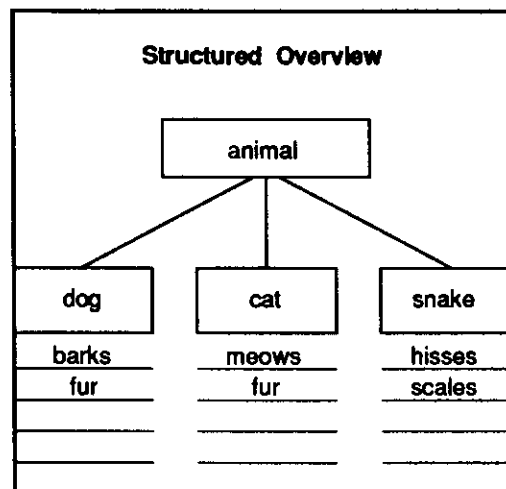
A **Semantic Feature Analysis** or grid can also be used to show which features or classes have things in common with a plus sign or not in common with a minus sign.

Semantic Feature Analysis (Matrix)

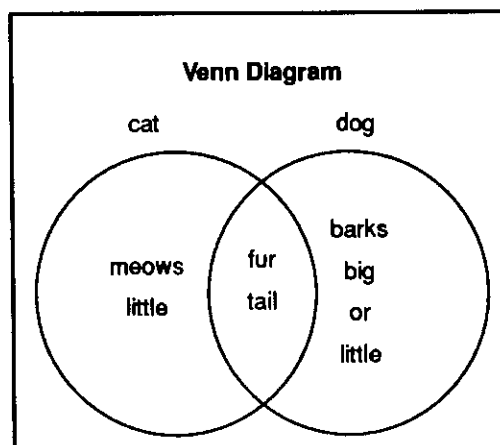
Fill squares with + or - .

Term (class or example)	Features						
	animal	mammal	fur				
dog	+	+	+				
cat	+	+	+				
snake	+	-	-				

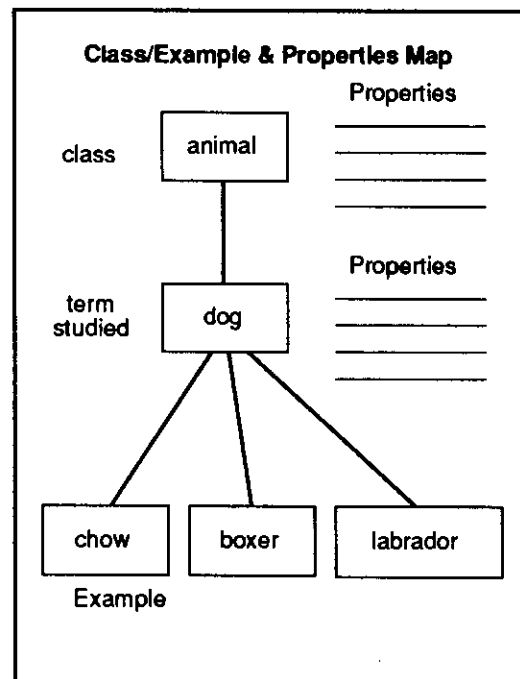
A **Structured Overview** is another type of map similar to the first simple Semantic Map that shows clusters of ideas, terms, or features.



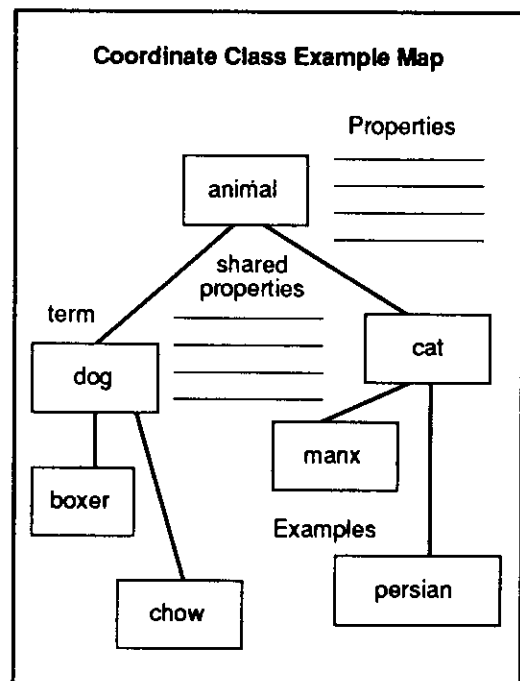
A **Venn Diagram** is often used in mathematics, but can easily be used with words and ideas to show features in common between two different concepts.



Another more formal **Class/Example Map** can show hierarchy relationship plus related features or properties.



A **Coordinate Class Example Map** not only shows a hierarchy relationship, but contrasts two similar or different terms, both of which belong to the same class and have some features or properties in common and some features that are different. Both contrasted terms have different examples.



See also List 60, Story Graphs; List 102, Oral Reading Alternatives; List 110, Ten Great Ideas for Reading Teachers.

102. Oral Reading Alternatives to Round Robin

Choral Reading. Group oral reading. It allows strong to lead and weak to follow. Also excellent for poetry.

Glossing. The teacher reads aloud slowly and accurately with good sentence tunes. Teacher "glosses" by stopping occasionally to explain a word, phrase, or idea. Students just listen or listen and follow along in their books.

Official Announcer. Appoint a student each day to read announcements, bulletins, student writings, short selections, continuing story, and so forth. Announcer may prepare and seek help from teacher or another student.

Radio Program. Small group takes parts and reads play or radio script into tape recorder for class or parent presentation.

Overviewer Student reads aloud subheads, key words, and/or key sentences in a text before class studies it. Excellent in science or social studies.

Flash Cards. Students try to read word or phrase on flash cards the fastest, most accurate, or in turn.

Play Reading. Like radio program except students read play parts for live performance.

Singing. Read lyrics while learning new song. This is also great for E.S.L. or learning foreign language. Good for stutterers.

Games. A number of board games and other games like Trivial Pursuit® require players to read a word, set of directions, or questions aloud.

Formal Speech. Student writes a speech for an occasion or learning unit and reads it to a group. May be part of a speech contest.

Find the Answer. Teacher asks a question, student reads aloud just the part of the text that answers the question. This activity aids comprehension improvement and generates good discussions.

Joke of the Day. Read aloud a joke or numerous selection (See List 104).

See also List 101, Games and Methods for Teaching.



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B. The object in solving is to discern a familiar phrase, saying, cliché, or name from each arrangement of letters and/or symbols. For example, box 1a depicts "Sleeping on the Job." Box 1b shows a "cornerstone." Sounds easy, but wait until you see the others.

	a	b	c	d	e	f
					Roger	
1	sleeping job	stone	jink jink jink	gnit da wn te g		escape
2	right = right	house prairie	goodbye	milk	cc garage rr	com ic
3	Lu e c l i	clou	ieieceile	neegr geren ngree regen	t i o n a i n l f	pölkä
4	MIRROR	momanon	clams she	ma√il	1.D 5.U 2.R 6.L 3.A 7.A 4.C	ca se case
5	TRN	ping willow	animation	sugar Please	hair—	LVOREEAT
6	bus	age a g e age	TU^LOIP&S	m ce m ce m ce	eyebrows	ri poorch
7		morning	socket	TORTILLA	12safety345	s d r k i n house

C. The object in solving is to discern a familiar phrase, saying, cliché, or name from each arrangement of letters and/or symbols. For example, box 1a depicts the phrase "Eggs over easy." Box 1b shows "Trafalgar Square."

	a	b	c	d	e	f
1	eggs easy	TRA FAL GAR	told told tales	ettri k c i t p	jeal mæu	stlky
2	price	L +O SS	swear bible bible bible bible	league	bridge water	school
3	-attitude	hoppin	centu	ERC TNU	orseman	D UC K
4 set one's teeth		or or O	bet one's dollar	tpmerhao	what must	way yield
5	t o 2 par n	dictnry	rifle rifle rifle rifle	PAINS	everything pizza	L Y N G J O B
6	tr ial	prosperity	monkey O	busines	writer's	moon sonata
7	power	mesnackal	uosi!M	pit	wheel wheel drive wheel wheel	✓✓ counter

black

D. The object in solving is to discern a familiar phrase, saying, cliché, or name from each arrangement of letters and/or symbols. For example, box 1a depicts "once over lightly." Box 1b shows "gossip column."

	a	b	c	d	e	f
1	once lightly	g o s s i p	wave radio	c a p t a l	noon good	bathing suit
2	ee ch ap	God nation ✕	✓ yearly	ses ame	d deer e r	hold second
3	r-i-x+k	pox	strokes strokes strokes	n p y o c m a	law of returns	e a p s u a l
4	hou se	age beauty	harm on y	encounters encounters encounters	breth	hearted
5	o n e s e n s e	MAN campus	momanon	old block	"Duty!" and beyond	day day
6	sigh	qonpt	skating ice	inflat10n	g o s p e l	enemy enemy
7	tongue tongue	gettingitall	e a v e s	c m i e a ban ana	e e q u a l s m c	aluminum

WACKIE WORDIES—ANSWERS

A					
1a	Just between you and me	2d	Condensed milk	5d	Growing pains
1b	Hitting below the belt	2e	Two-car garage	5e	Pizza with everything on it
1c	Head over heels in love	2f	Stand-up comic	5f	Lying down on the job
1d	Shrinking violets	3a	Lucille Ball	6a	Trial separation
1e	Bermuda Triangle	3b	Partly cloudy	6b	Prosperity is just around the corner
1f	A mixed bag	3c	"I before E except after C"	6c	Monkey around
2a	Cry over spilt milk	3d	Mixed greens	6d	Unfinished business
2b	Lying in wait	3e	Spiraling inflation	6e	Writer's cramp
2c	<i>Unfinished Symphony</i>	3f	Polka-dotted	6f	<i>Moonlight Sonata</i>
2d	Pineapple upside-down cake	4a	Full-length mirror	7a	Power blackout
2e	You're under arrest	4b	Man in the moon	7b	Between-meal snack
2f	Split-second timing	4c	Clams on the half-shell	7c	Flip Wilson
3a	Nothing on TV	4d	"The check is in the mail"	7d	Bottomless pit
3b	Fly-by-night	4e	Count Dracula	7e	Four-wheel drive
3c	Raise a big stink	4f	Open-and-shut case	7f	Checkout counter
3d	Add insult to injury	5a	No U-Turn		
3e	Railroad crossing	5b	Weeping willow		
3f	A person after my own heart	5c	Suspended animation		
4a	At the point of no return	5d	"Pretty please with sugar on top?"		
4b	The inside dope	5e	Receding hairline		
4c	Long underwear	5f	Elevator out of order		
4d	Ostrich with its head in the ground	6a	Double-decker bus		
4e	Lucky break	6b	Middle-age spread		
4f	Corner the market	6c	"Tiptoe Through the Tulips"		
5a	World without end	6d	"Three Blind Mice" (without their i's)		
5b	Way behind the times	6e	Raised eyebrows		
5c	Word to the wise	6f	Steal from the rich and give to the poor		
5d	Search high and low	7a	Top of the morning		
5e	Go off half-cocked	7b	Light socket		
5f	No two ways about it	7c	<i>Tortilla Flat</i>		
6a	Hole-in-one	7d	Safety in numbers		
6b	Down-to-earth	7e	Round of drinks on the house		
6c	Three-ring circus				
6d	One at a time				
6e	Better late than never				
6f	Get a word in edgewise				
7a	Let bygones be bygones				
7b	An outside chance				
7c	Three degrees below zero				
7d	A terrible spell of weather				
7e	World Series				
7f	Cut loose				
8a	Reading between the lines				
8b	Chicken Little				
8c	Fourth of July fireworks				
8d	London Bridge				
8e	Change of pace				
8f	Square dance contest				
B		C		D	
1a	Sleeping on the job	1a	Eggs over easy	1a	Once over lightly
1b	Cornerstone	1b	Trafalgar Square	1b	Gossip column
1c	High jinks	1c	<i>Twice-Told Tales</i>	1c	Short-wave radio
1d	Getting up before the crack of dawn	1d	Round-trip ticket	1d	Captain Hook
1e	"Roger, over and out"	1e	Turn over a new leaf	1e	Good afternoon
1f	Narrow escape	1f	Pie in the sky	1f	Topless bathing suit
2a	Equal rights	2a	<i>The Price is Right</i>	2a	Parts of speech
2b	<i>Little House on the Prairie</i>	2b	Total loss	2b	One nation, under God, indivisible
2c	Waving goodbye	2c	Swear on a stack of Bibles	2c	Yearly checkup
		2d	Little League	2d	Open sesame
		2e	Bridge over troubled water	2e	Deer crossing
		2f	High school	2f	Hold on a second
		3a	Negative attitude	3a	Calculated risk
		3b	Shopping center	3b	Smallpox
		3c	Turn-of-the-Century	3c	Different strokes
		3d	Counterclockwise	3d	Mixed company
		3e	Headless Horseman	3e	Law of diminishing returns
		3f	Sitting duck	3f	Round of applause
		4a	Set one's teeth on edge	4a	Split-level house
		4b	Double or nothing	4b	Age before beauty
		4c	Bet one's bottom dollar	4c	Three-part harmony
		4d	Mixed metaphor	4d	<i>Close Encounters of the Third Kind</i>
		4e	What goes up must come down	4e	A little out of breath
		4f	Yield right of way	4f	Light-hearted
		5a	Not up to par	5a	Dangling participle
		5b	Abridged dictionary	5b	Big man on campus
		5c	Repeating rifle	5c	Man in the moon
				5d	Chip off the old block
				5e	Above and beyond the call of duty
				5f	Day in and day out
				6a	No end in sight
				6b	Shadow of a doubt
				6c	Skating on thin ice
				6d	Double-digit inflation
				6e	Spread the gospel
				6f	Arch-enemies
				7a	Forked tongue
				7b	Getting it all together
				7c	Eavesdropping
				7d	Banana split with whipped cream topping
				7e	$E = mc^2$
				7f	Aluminum siding

104. Hink Pinks

Word games and jokes help to increase vocabulary and verbal fluency. Some word games such as Hink Pinks also help to increase phoneme awareness. Besides that they are fun. Use a few of these for starters, then make up some of your own. Hint: The list of phonogram example words (List 48) will help you.

What is a single speech machine?	lone phone
What is an uncovered seat?	bare chair
What is a library burglar?	book crook
What is a strong beautiful plant?	power flower
What is an entrance to a shop?	store door
What is a boring singing?	long song
What is a skyway to heaven?	air stair
What is a weak bird?	frail quail
What is a container for wood fasteners?	nail pail
What is a resting place for ducks?	quack rack
What is an unhappy father?	sad dad
What is an old marine mammal?	stale whale
What is a chicken enclosure?	hen pen
What is a beach party giver?	coast host
What is a hip place of learning?	cool school
What is a journey by boat?	ship trip
What is bad air in a swamp?	bog smog
What is a fat behind?	plump rump
What is a closed-up shack?	shut hut
What is a beginning prophet?	new guru
What is a house mortgage?	home loan
What is a skinny hotel?	thin inn
What is a cheap medieval soldier?	tight knight

JOKES

Why is 10 afraid of 7?
Because 7, 8, 9.

What kind of bird goes "Bang Bang"?
A fire quacker.

What goes tick-tick, woof-woof?
A watch dog.

Where do cows go on vacation?
Moo York.

What do you get if you cross a cat and a lemon?
A sour puss.

What do you get if you cross a centipede and a parrot?
A walkie-talkie.

What year do frogs like best?

Leap year.

Knock knock.

Who's there?

Doris.

Doris who?

Doris locked, that's why I knocked.

Knock knock.

Who's there?

Olive.

Olive who?

Olive across the street.

Knock knock.

Who's there?

Police.

Police who?

Police stop telling these stupid knock knock jokes.

Waiter, there is a fly in my soup.

That's all right, sir, he won't drink much.

Waiter, what's this fly doing in my soup?

I believe he is doing the backstroke, sir.

Waiter, this soup is terrible, please call the manager.

He won't drink it either, sir.

Patient: Doctor, my little brother is really crazy. He thinks he is a chicken.

Doctor: How long has this been going on?

Patient: About six years.

Doctor: Good heavens. Why have you waited so long to come for help?

Patient: Because we needed the eggs.

Why did the doctor take his eye chart into the classroom?

Because he wanted to check the pupils.

What did the judge give the thief who stole the calendar?

Twelve months.

What does an eagle like to write with?

A bald point pen.

What is an outspoken hot dog?

A frank frank.

What is a writing instrument used in jail?

A pen pen.

What is bought by the yard and worn by the foot?

A carpet.

What did one toe say to the other toe?
Don't look now but there is a big heel following us.

What do you have when you don't feel well?
Gloves on your hands.



105. *Doublespeak*

Here's something both you and your students can enjoy. Select in any order one word from Column A, one from Column B, and one from Column C. Now copy them on scratch paper in the order they were selected.

A	B	C
1. social	1. involvement	1. objectives
2. perceptual	2. motivation	2. activity
3. developmental	3. accelerated	3. curriculum
4. professional	4. cognitive	4. concept
5. homogeneous	5. effectiveness	5. evaluation
6. interdependent	6. maturation	6. processes
7. exceptional	7. integration	7. approach
8. instructional	8. orientation	8. articulation
9. individual	9. guidance	9. utilization
10. sequential	10. creative	10. resources
11. environmental	11. culture	11. adjustment
12. incremental	12. relationship	12. capacity

EXAMPLES: (A-10) sequential, (B-1) involvement, (C-2) activity,
(A-3) developmental, (B-4) cognitive, (C-7) approach

Now that you have the hang of it, enjoy your new status by sprinkling a few common words between the phrases like this:

Social involvement objectives in today's schools are realized by combining an accelerated developmental curriculum with professional effectiveness utilization and creative instructional evaluation.

The motivation of interdependent activity in an environmental adjustment culture is not easy when one takes into account the perceptual maturation processes of the individual.

The utilization of instructional guidance resources will enable students to employ a sequential orientation approach to social integration.

After you have mastered this creative incremental approach to educationese you will realize that happiness is social effectiveness through concept articulation. Infectious, isn't it?

If you are interested in *Doublespeak*, you might enjoy the book *Doublespeak* by William Lutz (Harper Row, 1981); also, the *Committee on Public Doublespeak*, NCTE, 1111 Kenyon Road, Urbana, IL 61801 publishes the *Quarterly Review of Doublespeak*, edited by William Lutz.

Used with permission from William Lutz.

106. Spelling Game

Here's a spelling game your students might like to do in their spare time. If they do, have them make up other similar games using other letters (and a dictionary). If you would like a little book of these games, see *Games Make Alpha-Betics Fun* by John Dean and Karol Hicks.

AN "F PLUS" PAPER

1. F plus one letter: a musical note	1. <u>fa</u>
2. F plus two letters: cost; charge	2. _____
3. F plus two letters: not many	3. _____
4. F plus three letters: after three comes . . .	4. _____
5. F plus three letters: to locate	5. _____
6. F plus three letters: froth	6. _____
7. F plus four letters: fictitious story	7. _____
8. F plus four letters: before second	8. _____
9. F plus four letters: case for a picture	9. _____
10. F plus four letters: defect; flaw; misdeed	10. _____
11. F plus five letters: celebrated; distinguished	11. _____
12. F plus five letters: group of related people	12. _____
13. F plus five letters: delicately	13. _____
14. F plus five letters: to secure	14. _____
15. F plus five letters: solidly; compactly	15. _____
16. F plus six letters: untrue story	16. _____
17. F plus six letters: used in swimming	17. _____
18. F plus six letters: covered with water	18. _____
19. F plus six letters: blooms	19. _____
20. F plus six letters: other than one's own country	20. _____
21. F plus six letters: cargo	21. _____
22. F plus seven letters: after thirty-ninth	22. _____
23. F plus seven letters: a heating fuel	23. _____
24. F plus seven letters: celebration	24. _____
25. F plus seven letters: having an elevated temperature	25. _____
26. F plus seven letters: fleeing from danger or justice	26. _____
27. F plus seven letters: the normal action of anything	27. _____
28. F plus seven letters: Walt Disney movie; musical	28. _____

ANSWERS

1. fa	5. find	9. frame	13. finely	17. flipper	21. freight	25. feverish
2. fee	6. foam	10. fault	14. fasten	18. flooded	22. forthwith	26. fugitive
3. few	7. fable	11. famous	15. firmly	19. flowers	23. firewood	27. function
4. four	8. first	12. family	16. fiction	20. foreign	24. festival	28. fantasia

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107. Palindromes

Palindromes are words or sentences that read the same way forward and backward. They are enjoyed by people of all ages who like to have some fun with words. Here is a starter list; your students will likely come up with several more.

Incidentally, many decades ago a physician named Samuel Orton coined the term *strephosymbolia* to describe the error of reading or writing words backward, like *saw* for *was*.

Word Palindromes

Mom	Otto	eve	madam	rotor	nun	solos
Dad	deed	Bob	tot	sees	civic	mum
Pop	peep	refer	dud	kayak	gag	SOS
noon	ere	Anna	toot	eye	reviver	gig
level	did	radar	Hannah			

Sentence and Phrase Palindromes

Name no one man.	Net ten.
Step on no pets.	Live evil.
Never odd or even.	Rats star.
Able was I ere I was Elba.	Flee to me remote elf.
Red root put up to order.	Cigar? Toss it in a can. It is so tragic.
May a moody baby doom a yam?	Ma handed Edna ham.
Madam I'm Adam.	Red rum, sir, is murder.
A man, a plan, a canal, Panama!	Did Hanna say as Hanna did?
Nurses run.	Now sir, a war is won.
Sages use gas.	Was it a rat I saw?
We sew.	Roy, am I mayor?
Stressed desserts.	

Words that Read Differently Backward and Forward

Similar to palindromes are words that give different words when read backward. These words are often used in forming phrase palindromes.

but	on	draw	deer	stab	rats	keep
no	ton	reed	gels	star	taps	pets
not	was	leg	keels	spat	nap	drawer
saw	may	sleek	parts	span	step	doc
yam	doom	strap	rat	pot	reward	time
mood	evil	tar	top	pots	cod	time
live	Leon	won	stop	peels	emit	pools
Noel	now	ten	sleep	Dennis	sloop	pals
tub	net	ward	sinned	bats	slap	peek

108. Family Tree

This is a fun, interesting, and educational way to develop a sense of family history and an understanding of the many family relationships students may read about. Nontraditional families abound; for example, single-parent families may be able to fill in just the maternal or paternal lines while families with second or third marriages will need additional sheets. Students can interview relatives for help in filling out the tree and then write a family history or an autobiography.

Great Grandfather	Great Grandmother	Great Grandfather	Great Grandmother	Great Grandfather	Great Grandmother	Great Grandfather	Great Grandmother
1 _____	1 _____	1 _____	1 _____	1 _____	1 _____	1 _____	1 _____
2 _____	2 _____	2 _____	2 _____	2 _____	2 _____	2 _____	2 _____
3 _____		3 _____		3 _____		3 _____	

Grandfather	Grandmother	Grandfather	Grandmother
1 _____	1 _____	1 _____	1 _____
2 _____	2 _____	2 _____	2 _____
3 _____		3 _____	

Aunts or Uncles	Father	Mother	Aunts or Uncles
1 _____	1 _____	1 _____	1 _____
1 _____	2 _____	2 _____	1 _____
1 _____			1 _____
(Father's brothers and sisters)	3 _____		(Mother's brothers and sisters)

Father's side cousins	Brother or Sister	Yourself	Brother or sister	Mother's side cousins
1 _____	1 _____	1 _____	1 _____	1 _____
1 _____	2 _____	2 _____	2 _____	1 _____
1 _____				1 _____
(Aunts' and Uncles' children)				(Aunts' and Uncles Children)

1. Put full name on first line; use maiden name for female.
 2. Put year born on second line.
 3. Put year married on third line.
 4. Cousins are children of your aunts and uncles.
- Few people can fill in all the blanks, but get some family member to help you. For half-brothers and -sisters (from second marriage) or stepbrothers and stepsisters, use a second sheet.

109. Parent Helps

TEN THINGS PARENTS CAN DO TO HELP THEIR CHILD READ BETTER

1. **Read to your child.** Preferably every day, from ages 1 to 12. From a wide variety of materials: classics and contemporary; fact and fiction.
2. **Encourage writing.** Encourage scribbling and pretend writing. Write letters and stories. Have writing materials available: crayons, pens, computers.
3. **Have reading material at home.** Books, children's magazines, adult magazines. For entertainment and information. Make sure some are easy.
4. **Get your child a library card.** Exchange books weekly.
5. **Encourage conversation.** Talk about animals, family problems, the world. Discuss their reading.
6. **Control TV.** It must not be on all the time. Have silent periods for reading. Watch some good shows about books, science, major events.
7. **Model reading.** Read yourself and let the child see you. Regularly read books, newspapers.
8. **Have your child read aloud.** To you, to other children. Help with mistakes. If many mistakes, select an easier book.
9. **Do many informal educational activities.** Visit zoos, museums, different places. Have your child cook, construct, observe carefully. Don't omit games and exercises.
10. **Value school and learning.** Visit your child's class. Talk to the teacher about reading progress. Praise academic achievement.



110. Ten Great Ideas For Reading Teachers

This is a summary of the book *The 10 Best Ideas For Reading Teachers* (Addison Wesley) in which 44 reading specialists, including some of the best-known people in the field such as Jay Samuels, James Flood, Diane Lapp, Ken and Yetta Goodman, Jeannie Chall, P. David Pearson and Wayne Otto, contributed "best ideas."

1. *Integrate* reading into the curriculum; integrate the language arts.
2. Use a variety of *methods* and strategies.
3. Give plenty of reading *practice* for fluency and automaticity.
4. Use *assessment* and diagnosis, both informal and formal.
5. Use good reading *materials*: literature, expository, and variety.
6. Teach *phonics* and decoding, especially for beginners.
7. Develop *vocabulary*, both general and in subject areas.
8. Emphasize *comprehension*.
9. Pay attention to *individual differences*; tackle problems early.
10. *Theory* is important: schema, goals, emergent literacy, text structure, motivation, and success.



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SECTION X

Books



111. All-Time Favorites

What does it take to be an all-time favorite? A great story. Fascinating characters. Superb writing. The following selections have all three characteristics and have been enjoyed by millions of readers since they were first published. Some have been favorites of our parents, grandparents, and even our great-grandparents. Read these and see which ones will be on your list of all-time favorites.

Aesop's Fables. (1967) Watts.

Alcott, Louisa May. (1968) *Little Women.* Little Brown.

Andersen, Hans Christian. (1974) *The Complete Fairy Tales and Stories.* Doubleday.

Armstrong, William. (1976) *Souder.* Harper Trophy.

Barrie, Sir James. (1957) *Peter Pan.* Random House.

Baum, L. Frank. (1956) *The Wizard of Oz.* Reilly and Lee.

Bemelmans, Ludwig. (1962) *Madeline.* Viking.

Blume, Judy. (1974) *Are You There, God? It's Me, Margaret.* Dell/Yearling.

Brown, Margaret Wise. (1947) *Goodnight Moon.* Harper & Row.

Brunhoff, Jean de. (1960) *The Story of Babar.* Random House.

Burnett, Frances Hodgson. (1921) *The Secret Garden.* J. B. Lippincott.

Carroll, Lewis. (1963) *Alice in Wonderland and Through the Looking Glass.* Grosset & Dunlap.

Chaucer, Geoffrey. (1958) *Chanticleer and the Fox.* Thomas Y. Crowell.

Dahl, Ronald. (1964) *Charlie and the Chocolate Factory.* Knopf.

Dickens, Charles. (1966) *A Christmas Carol.* Lippincott.

Farley, Walter. (1977) *The Black Stallion.* Random House.

Frank, Anne. (1967) *Diary of a Young Girl.* Doubleday.

Freeman, Don. (1976) *Corduroy.* Puffin.

Goble, Paul. (1978) *The Girl Who Loved Wild Horses.* Bradbury.

Grahame, Kenneth. (1961) *The Wind in the Willows.* Scribners.

Grimm, Jakob and Grimm, Wilhelm. (1974) *The Complete Fairy Tales.* Pantheon.

Henry, Marguerite. (1950) *Album of Horses.* Rand McNally.

Keats, Ezra Jack. (1963) *The Snowy Day.* Viking.

Kotzwinkle, William. (1983) *ET the Extra-Terrestrial Story Book.* Grosset & Dunlap.

L'Engle, Madeleine. (1976) *A Wrinkle in Time.* Dell/Laurel.

Lang, Andrew (ed). (1948) *The Blue Fairy Book.* McKay.

McCloskey, Robert. (1963) *Make Way for Ducklings.* Viking.

Milne, A. A. (1954) *Winnie-the-Pooh.* Dutton.

Potter, Beatrix. (1958) *The Tale of Peter Rabbit.* Frederick Warne.

Saint-Exupery, Antoine de. (1943) *The Little Prince.* Harcourt Brace Jovanovich.

Sendak, Maurice. (1963) *Where the Wild Things Are.* Harper.

Seuss, Dr. (1957) *The Cat in the Hat.* Random House.

Silverstein, Shel. (1981) *A Light in the Attic.* Harper & Row.

- Silverstein, Shel. (1974) *Where the Sidewalk Ends*. Harper & Row.
 Stevenson, Robert Louis. (1951) *A Child's Garden of Verses*. Golden Press.
 Stevenson, Robert Louis. (1938) *Treasure Island*. Scribners.
 Swift, Jonathan. (1961) *Gulliver's Travels*. Duel.
 Tolkien, J.R.R. (1937) *The Hobbit*. Houghton.
 Travers, P. L. (1962) *Mary Poppins*. Harcourt.
 Twain, Mark. (1938) *The Adventures of Tom Sawyer*. Harper.
 White, E. B. (1952) *Charlotte's Web*. Harper & Row.
 White, E. B. (1970) *The Trumpet of the Swan*. Harper.
 Wilder, Laura Ingalls. (1971) *Little House on the Prairie*. Harper Trophy.
 Wilder, Laura Ingalls. (1953) *Little House in the Big Woods*. Harper.
 Williams, Margery. (1926) *The Velveteen Rabbit*. Doubleday.
 Wright, Blanche F. (illus.). (1916) *The Real Mother Goose*. Rand McNally.



See also List 112, Caldecott and Newbery Award Winners.

112. Caldecott and Newbery Award Winners

Since 1938, the Caldecott Medal has been awarded annually to the artist of the most distinguished American picture book for children published during the preceding year. It was named for Randolph Caldecott, a famous English illustrator of books for children. In cases where only one name is given, the book was written and illustrated by the same person.

CALDECOTT MEDAL WINNERS

- 1938 *Animals of the Bible* by Helen Dean Fish, illustrated by Dorothy P. Lathrop. Philadelphia: Lippincott.
- 1939 *Mei Li* by Thomas Handforth. New York: Doubleday.
- 1940 *Abraham Lincoln* by Ingri and Edgar Parin d'Aulaire. New York: Doubleday.
- 1941 *They Were Strong and Good* by Robert Lawson. New York: Viking.
- 1942 *Make Way for Ducklings* by Robert McCloskey. New York: Viking.
- 1943 *The Little House* by Virginia Lee Burton. Boston: Houghton Mifflin.
- 1944 *Many Moons* by James Thurber, illustrated by Louis Slobodkin. New York: Harcourt Brace Jovanovich.
- 1945 *Prayer for a Child* by Rachel Field, illustrated by Elizabeth Orton Jones. New York: Macmillan.
- 1946 *The Rooster Crows . . .* (traditional Mother Goose), illustrated by Maud and Miska Petersham. New York: Macmillan.
- 1947 *The Little Island* by Golden MacDonald, illustrated by Leonard Weisgard. New York: Doubleday.
- 1948 *White Snow, Bright Snow* by Alvin Tresselt, illustrated by Roger Duvoisin. New York: Lothrop.
- 1949 *The Big Snow* by Berta and Elmer Hader. New York: Macmillan.
- 1950 *Song of the Swallows* by Leo Politi. New York: Scribner's.
- 1951 *The Egg Tree* by Katherine Milhous. New York: Scribner's.
- 1952 *Finders Keepers* by William Lipkind, illustrated by Nicolas Mordvinoff. New York: Harcourt Brace Jovanovich.
- 1953 *The Biggest Bear* by Lynd Ward. Boston: Houghton Mifflin.
- 1954 *Madeline's Rescue* by Ludwig Bemelmans. New York: Viking.
- 1955 *Cinderella, or the Little Glass Slipper* by Charles Perrault, translated and illustrated by Marcia Brown. New York: Scribner's.
- 1956 *Frog Went A-Courtin'* edited by John Langstaff, illustrated by Feodor Rojankovsky. New York: Harcourt Brace Jovanovich.
- 1957 *A Tree Is Nice* by Janice May Udry, illustrated by Marc Simont. New York: Harper.
- 1958 *Time of Wonder* by Robert McCloskey. New York: Viking.
- 1959 *Chanticleer and the Fox* adapted from Chaucer and illustrated by Barbara Cooney. New York: Thomas Y. Crowell.

- 1960 *Nine Days to Christmas* by Marie Hall Ets and Aurora Labastida, illustrated by Marie Hall Ets. New York: Viking.
- 1961 *Baboushka and the Three Kings* by Ruth Robbins, illustrated by Nicolas Sidjakov. New York: Parnassus.
- 1962 *Once a Mouse . . .* by Marcia Brown. New York: Scribner's.
- 1963 *The Snowy Day* by Ezra Jack Keats. New York: Viking.
- 1964 *Where the Wild Things Are* by Maurice Sendak. New York: Harper.
- 1965 *May I Bring A Friend?* By Beatrice Schenk de Regniers, illustrated by Beni Montresor. New York: Atheneum.
- 1966 *Always Room for One More* by Sorche Nic Leodhas, illustrated by Nonny Hogrogian. New York: Holt, Rinehart & Winston.
- 1967 *Sam, Bangs & Moonshine* by Evaline Ness. New York: Holt, Rinehart & Winston.
- 1968 *Drummer Hoff* by Barbara Emberley, illustrated by Ed Emberley. Englewood Cliffs, N J: Prentice-Hall.
- 1969 *The Fool of the World and the Flying Ship* by Arthur Ransome, illustrated by Uri Shulevitz. New York: Farrar, Straus & Giroux.
- 1970 *Sylvester and the Magic Pebble* by William Steig. New York: Windmill.
- 1971 *A Story—A Story* by Gail E. Haley. New York: Atheneum.
- 1972 *One Fine Day* by Nonny Hogrogian. New York: Macmillan.
- 1973 *The Funny Little Woman* retold by Arlene Mosel, illustrated by Blair Lent. New York: Dutton.
- 1974 *Duffy and the Devil* by Harve Zemach, illustrated by Margot Zemach. New York: Farrar, Straus & Giroux.
- 1975 *Arrow to the Sun* adapted and illustrated by Gerald McDermott. New York: Viking.
- 1976 *Why Mosquitoes Buzz in People's Ears* retold by Verna Aardema, illustrated by Leo and Diane Dillon. New York: Dial Press.
- 1977 *Ashanti to Zulu; African Traditions* by Margaret Musgrove, illustrated by Leo and Diane Dillon. New York: Dial Press.
- 1978 *Noah's Ark* by Peter Spier. New York: Doubleday.
- 1979 *The Girl Who Loved Wild Horses* by Paul Goble. Scarsdale, New York: Bradbury.
- 1980 *Ox-Cart Man* by Donald Hall. New York: Viking.
- 1981 *Fables* by Arnold Lobel. New York: Harper.
- 1982 *Jumanji* by Chris van Allsburg. Boston: Houghton Mifflin.
- 1983 *Shadow* translated by Blaise Cendrars, illustrated by Marcia Brown. New York: Scribner's.
- 1984 *The Glorious Flight Across the Channel with Louis Bleriot* by Alice and Martin Provensen. New York: Viking.
- 1985 *Saint George and the Dragon* as retold by Margaret Hodges, illustrated by Trina Schart Hyman. Boston: Little, Brown.

- 1986 *The Polar Express* by Chris van Allsburg. Boston: Houghton Mifflin.
 1987 *Hey, Al* by Arthur Yorinks, illustrated by Richard Egielski. New York: Farrar, Straus & Giroux.
 1988 *Owl Moon* by Jane Yolen, illustrated by John Schoenherr. New York: Philomel.
 1989 *Song and Dance Man* by Karen Ackerman, illustrated by Stephen Gammell. New York: Alfred A. Knopf.
 1990 *Lon Po Po* by Ed Young. New York: Philomel.
 1991 *Black and White* by David Macaulay. Boston: Houghton Mifflin.
 1992 *Tuesday* by David Weisner. New York: Clarion Books.
 1993 *Mirette on the High Wire* by Emily Arnold McCully. New York: Putnam.

The Newbery Medal is awarded annually to the author of the most distinguished contribution to American literature for children. The award, named after John Newbery, an eighteenth-century publisher of quality children's books, has been offered since 1922 as an incentive for quality in children's books.

NEWBERY AWARD WINNERS

- 1922 *The Story of Mankind* by Hendrik Willem van Loon. New York: Liveright.
 1923 *The Voyages of Doctor Dolittle* by Hugh Lofting. Philadelphia: J. B. Lippincott.
 1924 *The Dark Frigate* by Charles Hawes. Atlantic/Little.
 1925 *Tales from Silver Lands* by Charles Finger. New York: Doubleday.
 1926 *Shen of the Sea* by Arthur Bowie Chrisman. New York: Dutton.
 1927 *Smoky, the Cowhorse* by Will James. New York: Scribner's.
 1928 *Gayneck, The Story of a Pigeon* by Dhan Gopal Mukerji. New York: Dutton.
 1929 *The Trumpeter of Krakow* by Eric P. Kelly. New York: Macmillan.
 1930 *Hitty, Her First Hundred Years* by Rachel Field. New York: Macmillan.
 1931 *The Cat Who Went to Heaven* by Elizabeth Coatsworth. New York: Macmillan.
 1932 *Waterless Mountain* by Laura Adams Armer. New York: Longman.
 1933 *Young Fu of the Upper Yangtze* by Elizabeth Forman Lewis. Winston.
 1934 *Invincible Louisa* by Cornelia Meigs. Boston: Little Brown.
 1935 *Dobry* by Monica Shannon. New York: Viking.
 1936 *Caddie Woodlawn* by Carol Brink. New York: Macmillan.
 1937 *Roller Skates* by Ruth Sawyer. New York: Viking.
 1938 *The White Stag* by Kate Seredy. New York: Viking.
 1939 *Thimble Summer* by Elizabeth Enright. New York: Rinehart.
 1940 *Daniel Boone* by James Daugherty. New York: Viking.
 1941 *Call It Courage* by Armstrong Sperry. New York: Macmillan.
 1942 *The Matchlock Gun* by Walter D. Edmonds. New York: Dodd.
 1943 *Adam of the Road* by Elizabeth Janet Gray. New York: Viking.
 1944 *Johnny Tremain* by Esther Forbes. Boston: Houghton Mifflin.

- 1945 *Rabbit Hill* by Robert Lawson. New York: Viking.
- 1946 *Strawberry Girl*, by Lois Lenski. Philadelphia: J. B. Lippincott.
- 1947 *Miss Hickory* by Carolyn Sherwin Bailey. New York: Viking.
- 1948 *The Twenty-one Balloons* by William Pene du Bois. New York: Viking.
- 1949 *King of the Wind* by Marguerite Henry. Chicago: Rand McNally.
- 1950 *The Door in the Wall* by Marguerite de Angeli. New York: Doubleday.
- 1951 *Amos Fortune, Free Man* by Elizabeth Yates. Aladdin.
- 1952 *Ginger Pye* by Eleanor Estes. New York: Harcourt Brace Jovanovich.
- 1953 *Secret of the Andes* by Ann Nolan Clark. New York: Viking.
- 1954 . . . and now *Miguel* by Joseph Krumgold. New York: Thomas Y. Crowell.
- 1955 *The Wheel on the School* by Meindert DeJong. New York: Harper.
- 1956 *Carry on, Mr. Bowditch* by Jean Lee Latham. Boston: Houghton Mifflin.
- 1957 *Miracles on Maple Hill* by Virginia Sorensen. New York: Harcourt Brace Jovanovich.
- 1958 *Rifles for Watie* by Harold Keith. New York: Thomas Y. Crowell.
- 1959 *The Witch of Blackbird Pond* by Elizabeth George Speare. Boston: Houghton Mifflin.
- 1960 *Onion John* by Joseph Krumgold. New York: Thomas Y. Crowell.
- 1961 *Island of the Blue Dolphins* by Scott O'Dell. Boston: Houghton Mifflin.
- 1962 *The Bronze Bow* by Elizabeth George Speare. Boston: Houghton Mifflin.
- 1963 *A Wrinkle in Time* by Madeleine L'Engle. New York: Farrar, Straus & Giroux.
- 1964 *It's Like This, Cat* by Emily Cheney Neville. New York: Harper.
- 1965 *Shadow of a Bull* by Maia Wojciechowska. New York: Atheneum.
- 1966 *I, Juan de Pareja* by Elizabeth Borton de Trevino. New York: Farrar, Straus & Giroux.
- 1967 *Up a Road Slowly* by Irene Hunt. Follett.
- 1968 *From the Mixed-Up Files of Mrs. Basil E. Frankweiler* by E. L. Konigsburg. New York: Atheneum.
- 1969 *The High King* by Lloyd Alexander. New York: Holt.
- 1970 *Souder* by William H. Armstrong. New York: Harper.
- 1971 *Summer of the Swans* by Betsy Byars. New York: Viking.
- 1972 *Mrs. Frisby and the Rats of NIMH* by Robert C. O'Brien. New York: Atheneum.
- 1973 *Julie of the Wolves* by Jean C. George. New York: Harper.
- 1974 *The Slave Dancer* by Paula Fox. Bradbury.
- 1975 *M. C. Higgins, The Great* by Virginia Hamilton. New York: Macmillan.
- 1976 *The Grey King* by Susan Cooper. New York: Atheneum.
- 1977 *Roll of Thunder, Hear My Cry* by Mildred D. Taylor. New York: Dial Press.
- 1978 *Bridge to Terabithia* by Katherine Paterson. New York: Thomas Y. Crowell.
- 1979 *The Westing Game* by Ellen Raskin. New York: Dutton.
- 1980 *A Gathering of Days: A New England Girl's Journal, 1830-32* by Joan Blos. New York: Greenwillow.

- 1981 *Jacob Have I Loved* by Katherine Paterson. New York: Thomas Y. Crowell.
- 1982 *A Visit to William Blake's Inn: Poems for Innocent and Experienced Travelers* by Nancy Willard. New York: Harcourt Brace Jovanovich.
- 1983 *Dacey's Song* by Cynthia Voigt. New York: Atheneum.
- 1984 *Dear Mr. Henshaw* by Beverly Cleary. New York: Morrow.
- 1985 *The Hero and the Crown* by Robin McKinley. New York: Greenwillow.
- 1986 *Sarah, Plain and Tall* by Patricia MacLachlan. New York: Harper.
- 1987 *The Whipping Boy* by Sid Fleischman. New York: Greenwillow.
- 1988 *Lincoln: A Photobiography* by Russell Freedman. Boston: Houghton Mifflin.
- 1989 *Joyful Noise: Poems for Two Voices* by Paul Fleischman. New York: Harper.
- 1990 *Number the Stars* by Lois Lowry. Boston: Houghton Mifflin.
- 1991 *Maniac Magee* by Jerry Spinelli. New York: Little Brown.
- 1992 *Shiloh* by Phyllis Reynolds Naylor. New York: Atheneum.
- 1993 *Missing May* by Cynthia Rylant. New York: Orchard Books.



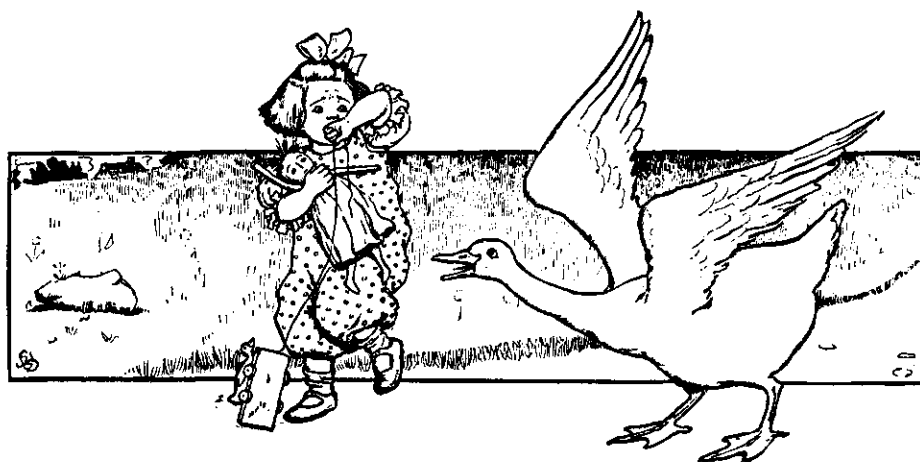
See also List 111, All-Time Favorites.

113. Picture Books

It's never too early to enjoy reading a good book, and the following books are just the thing for very young children. Wordless books allow preschoolers to "read" the stories through pictures. Early positive reading experiences through picture books can be a real boost to learning to read.

- Anno, Mitsumasa. (1970) *Topsy-Turvies: Pictures to Stretch the Imagination*. John Weatherhill Pub.
- Anno, Mitsumasa. (1977) *Anno's Counting Book*. Crowell/Harper Collins.
- Anno, Mitsumasa. (1978) *Anno's Journey*. Philomel Pub.
- Anno, Mitsumasa. (1984) *Anno's Flea Market*. Philomel Pub.
- Bang, Molly. (1980) *The Grey Lady and the Strawberry Snatcher*. Four Winds.
- Briggs, Raymond. (1978) *The Snowman*. Random House.
- Bruna, Dick. (1978) *Another Story To Tell*. Metheun.
- Burlson, Joe. (1984) *Space Colony*. Putnam's.
- Carle, Eric. (1971) *Do You Want to Be My Friend?* Harper.
- Collington, Peter. (1987) *The Angel and the Soldier Boy*. Knopf.
- Collington, Peter. (1990) *On Christmas Eve*. Knopf.
- Day, Alexandra. (1990) *Carl's Christmas*. New York: Farrar, Straus, & Giroux.
- Day, Alexandra. (1989) *Carl Goes Shopping*. New York: Farrar, Straus, & Giroux.
- De Groat, Diane. (1977) *Alligator's Toothache*. Crown.
- De Paola, Tomie. (1978) *Pancakes for Breakfast*. Harcourt Brace Jovanovich.
- Drescher, Henrik. (1987) *The Yellow Umbrella*. Bradbury.
- Goodall, John. (1973) *The Midnight Adventures of Kelly, Dot and Esmeralda*. Atheneum.
- Goodall, John. (1976) *Paddy Pork's Holiday*. Atheneum.
- Goodall, John. (1977) *The Surprise Picnic*. Atheneum.
- Goodall, John. (1975) *Creepy Castle*. Atheneum.
- Gorey, Edward. (1984) *The Tunnel Calamity*. Putnam's.
- Hoban, Tana. (1973) *Over, Under, Through, and Other Spacial Concepts*. Macmillan.
- Hoban, Tana. (1976) *Big Ones, Little Ones*. Greenwillow.
- Hoban, Tana. (1978) *Is It Red? Is It Yellow? Is It Blue?* Greenwillow.
- Hutchins, Pat. (1971) *Changes, Changes*. Macmillan.
- Keats, Ezra Jack. (1981) *Skates!* Scholastic.
- Kitchen, Bert. (1984) *Animal Alphabet*. Dial Press.
- Krahn, Fernando. (1974) *April Fools*. Dutton.
- Krahn, Fernando. (1982) *The Creepy Thing*. Houghton.
- Krahn, Fernando. (1983) *The Secret in the Dungeon*. Houghton.
- Martin, Rafe. (1989) *Will's Mammoth*. Putnam's.
- Mayer, Mercer. (1974) *Frog Goes to Dinner*. Dial Press.

- Mayer, Mercer. (1975) *The Great Cat Chase*. Scholastic.
- Mayer, Mercer. (1976) *Hiccup*. Dial Press.
- Mayer, Mercer. (1980) *Frog, Where Are You?* Dial Press.
- McCully, Emily Arnold. (1984) *Picnic*. Harper & Row/Harper Collins.
- Ormerod, Jan. (1982) *Moonlight*. Lothrop, Lee, and Shepard.
- Sasaki, Isao. (1982) *Snow*. Viking.
- Sesame Street. (1974) *Can You Find What's Missing?* Random House.
- Spier, Peter. (1981) *Peter Spier's Rain*. Doubleday.
- Turk, Hanne. (1984) *Happy Birthday Max*. Alphabet Press.
- Turk, Hanne. (1984) *Max Packs*. Alphabet Press.
- Turk, Hanne. (1984) *Snapshot Max*. Alphabet Press.
- Turkle, Brinton. (1976) *Deep in the Forest*. Dutton.
- Ward, Lynd. (1973) *The Silver Pony*. Houghton Mifflin.
- Winter, Paula. (1976) *The Bear and the Fly*. Crown.



See also List 100, Activities for Language Development; and List 114, Predictable Books.

114. Predictable Books

These books contain a lot of repetition and still maintain high interest. Some teachers use them regularly as part of beginning reading instruction.

- Becker, John. *Seven Little Rabbits*. New York: Scholastic, 1973.
- Bonne, Rose and Mills, Alan. *I Know an Old Lady*. New York: Rand McNally, 1961.
- Brown, Marcia. *The Three Billy Goats Gruff*. New York: Harcourt Brace Jovanovich, 1957.
- Burningham, John. *Hey! Get Off Our Train*. New York: Crown Publishers, 1989.
- Burningham, John. *Mr. Gumpy's Outing*. New York: Scholastic Press, 1970.
- Carle, Eric. *The Very Busy Spider*. New York: Philomel Books, 1984.
- Carle, Eric. *The Very Hungry Caterpillar*. New York: Philomel Books, 1969.
- Charlip, Remy. *Fortunately*. New York: Macmillan, 1985.
- Domanska, Janina. *Busy Monday Morning*. New York: Macmillan, 1985.
- Elting, Mary and Folsom, Michael. *Q is for Duck, An Alphabet Guessing Game*. New York: Houghton Mifflin, 1980.
- Galdone, Paul. *Henny Penny*. New York: Seabury Press, 1968.
- Galdone, Paul. *The Gingerbread Boy*. New York: Seabury Press, 1975.
- Galdone, Paul. *The Little Red Hen*. New York: Seabury Press, 1973.
- Galdone, Paul. *The Three Little Bears*. New York: Seabury Press, 1972.
- Galdone, Paul. *The Three Little Pigs*. New York: Seabury Press, 1970.
- Gelman, Rita. *More Spaghetti I Say!* New York: Scholastic, 1977.
- Ginsburg, Mirra. *The Chick and the Duckling*. New York: Macmillan, 1972.
- Hutchins, Pat. *Good Night, Owl*. New York: Penguin, 1982.
- Hutchins, Pat. *Happy Birthday Sam*. New York: Puffin, 1985.
- Hutchins, Pat. *Rosie's Walk*. New York: Macmillan, 1971.
- Kellog, Steven. *Can I Keep Him?* New York: The Dial Press, 1971.
- Kraus, Robert. *Where Are You Going Little Mouse?* New York: Greenwillow, 1986.
- Langstaff, John. *Oh, A-Hunting We Will Go*. New York: Atheneum, 1974.
- Lobel, Arnold. *A Treeful of Pigs*. New York: Greenwillow, 1979.
- Mars, W. *The Old Woman and Her Pig*. New York: Western Publishing Co., 1961.
- Martin, Bill. *Brown Bear, Brown Bear, What Do You See?* Newly illustrated 25th Edition by Eric Carle. New York: H. Holt, 1992.
- Martin, Bill. *Polar Bear, Polar Bear, What Do You Hear?* New York: H. Holt, 1991.
- McGovern, Ann. *Too Much Noise*. New York: Scholastic, 1967.
- Peppe, Rodney. *The House that Jack Built*. New York: Delacorte, 1970.
- Sendak, Maurice. *Chicken Soup with Rice*. New York: Scholastic, 1962.
- Sendak, Maurice. *Where the Wild Things Are*. New York: Harper, 1984.
- Williams, Sue. *I Went Walking*. New York: Harcourt Brace Jovanovich, 1990.
- Wylie, Joanne and David. *A Funny Fish Story*. Illinois: Regensteiner Publishing Enterprises, 1984.

These sets of predictable books provide many enjoyable reading experiences for students.

City Kids. Cypress; Rigby. Short comic paperbacks that include no text versions to encourage writing.

Predictable Books. Scholastic. Two sets containing 15 books each that are designed for grades K–1 and grades 1–2.

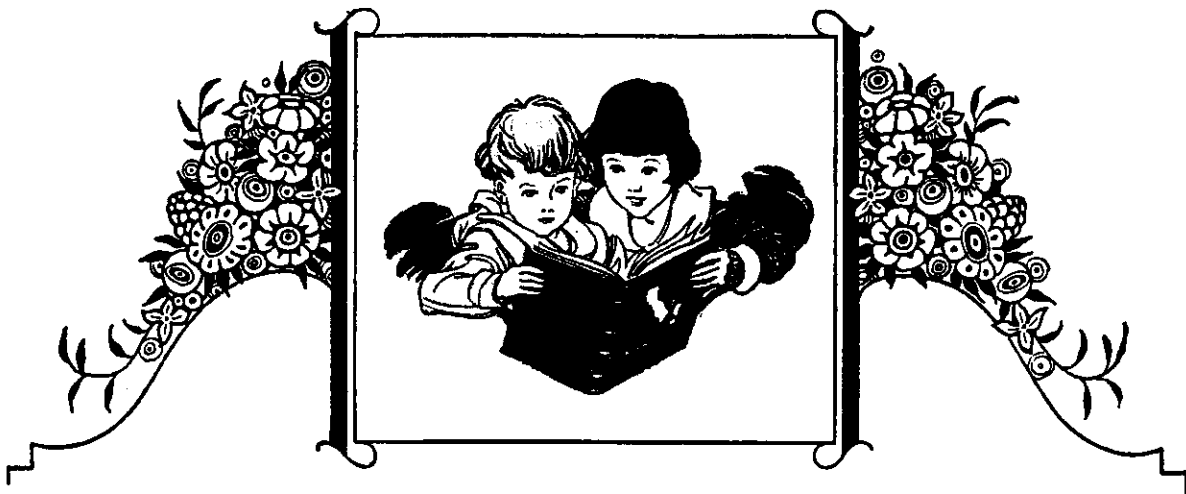
Ready to Read. Richard C. Owens. 45 paperback books from New Zealand that contain different formats and natural language. Big books available.

The Story Box. Wright Group. 117 books from New Zealand that are color coded for different levels. Big books and cassettes available.

Sunshine Books. Wright Group. Easy reading books that are short and small.

Theme Packs. Rigby. One big book and several matching small books that cover such themes as space, dinosaurs, and family.

Willie MacGurkle and Friends; Finnigan and Friends. Curriculum Associates. 10 books in each set that develop language skills through the use of rhymes, rhythm, and amusing characters.



115. Selected Book Lists

There are many different book lists. Here are a few you might enjoy.

CHILDREN'S FAVORITE BOOKS—R.I.F. LIST

1. *Charlotte's Web*, E. B. White
2. *Superfudge*, Judy Blume
3. *Where the Red Fern Grows*, Wilson Rawls
4. *Tales of a Fourth-Grade Nothing*, Judy Blume
5. *Honey, I Shrunk the Kids*, B. Hiller and E. Faucher
6. *Indian in the Cupboard*, Lynne Banks
7. *Charlie and the Chocolate Factory*, Roald Dahl
8. *James and the Giant Peach*, Roald Dahl
9. *There's a Boy in the Girls' Bathroom*, Louis Sachar
10. *Where the Sidewalk Ends*, Shel Silverstein

Source: Reading Is Fundamental survey of 300,000 children participating in RIF programs nationwide.

CHILDREN'S FAVORITE BOOKS—MOTT LIST

1. *Charlotte's Web*, E. B. White
2. The Berenstain Bears series, Stan Berenstain and Janice Berenstain
3. The Dr. Seuss series, Dr. Seuss
4. The Ramona series, Beverly Cleary
5. *Superfudge*, Judy Blume
6. *Tales of a Fourth-Grade Nothing*, Judy Blume
7. The Little House series, Laura I. Wilder
8. *Where the Red Fern Grows*, Wilson Rawls
9. The Baby Sitters series, Ann M. Martin
10. *Cinderella*, Charles Perrault

PARENTS' FAVORITE BOOKS—MOTT LIST

1. *Little Women*, Louisa May Alcott
2. The Nancy Drew series, Carolyn Keene
3. *Charlotte's Web*, E. B. White
4. The Dr. Seuss series, Dr. Seuss
5. *Cinderella*, Charles Perrault
6. *Black Beauty*, Anna Sewell
7. The Little House series, Laura I. Wilder

8. *Heidi*, Johanna Spyri
9. *Tom Sawyer*, Mark Twain
10. *The Secret Garden*, Frances H. Burnett

Source: Based on a survey of 90,000 Americans in 1970, sponsored by The Mott Foundation.

EDUCATORS' READING LIST

Preschool

Dr. Seuss series, Dr. Seuss
 Mother Goose Stories
The Little Engine That Could, Watty Piper
Where the Wild Things Are, Maurice Sendak
Make Way for Ducklings, Robert McCloskey

Elementary (K-6)

The Velveteen Rabbit, Margery Williams
Alexander and the Terrible, Horrible, No Good, Very Bad Day, Judith Viorst
Ira Sleeps Over, Bernard Waber
The Tale of Peter Rabbit, Beatrix Potter
Winnie-the-Pooh, A. A. Milne
Charlotte's Web, E. B. White
Tales of a Fourth-Grade Nothing, Judy Blume
Where the Red Fern Grows, Wilson Rawls
 The Laura Ingalls Wilder series, Laura Ingalls Wilder
Little Women, Louisa May Alcott

Junior High School (7-9)

Where the Red Fern Grows, Wilson Rawls
Anne Frank: Diary of a Young Girl, Anne Frank
The Red Badge of Courage, Stephen Crane
Call of the Wild, Jack London
Huckleberry Finn, Mark Twain
Treasure Island, Robert Louis Stevenson
The Outsiders, S. E. Hinton

High School (10-12)

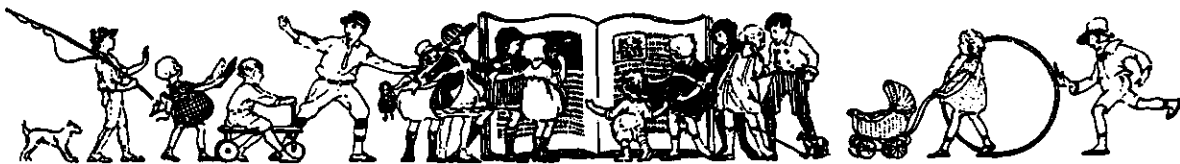
The Grapes of Wrath, John Steinbeck
To Kill a Mockingbird, Harper Lee

Source: Recommendations of State Teachers and Principals of the Year.

Huckleberry Finn, Mark Twain
The Scarlet Letter, Nathaniel Hawthorne
A Tale of Two Cities, Charles Dickens
Macbeth, William Shakespeare
The Catcher in the Rye, J. D. Salinger

BOOKS MOST WIDELY ASSIGNED IN PUBLIC SCHOOLS, GRADES 7–12

Romeo and Juliet, William Shakespeare
Macbeth, William Shakespeare
Huckleberry Finn, Mark Twain
To Kill a Mockingbird, Harper Lee
Julius Caesar, William Shakespeare
The Pearl, John Steinbeck
The Scarlet Letter, Nathaniel Hawthorne
Of Mice and Men, John Steinbeck
Diary of a Young Girl, Anne Frank
Hamlet, William Shakespeare
Lord of the Flies, William Golding



116. Books Most Frequently Read Aloud in Each Grade

Most teachers read aloud to their classes every day. It's a great idea since it promotes a love of books and reading.

KINDERGARTEN

Alexander and the Terrible, Horrible, No Good, Very Bad Day, J. Viorst
Benjamin and Tulip, R. Wells
Big Orange Splot, D. Pinkwater
Charlotte's Web, E. B. White
Chicka Chicka Boom Boom, B. Martin
Cricter, T. Ungerer
Curious George, H. A. Rey
Corduroy, D. Freeman
The Giving Tree, S. Silverstein
If You Give a Mouse a Cookie, L. Numeroff

King of the Playground, P. Naylor
Jesse Bear, What Will You Wear?
N. Carlstrom
Little Bear, E. Minarik
Mike Mulligan and His Steam Shovel,
V. Burton
The Runaway Bunny, M. W. Brown
When Will I Read?, M. Cohen
The Snowy Day, E. J. Keats
The Story about Ping, M. Flack

FIRST GRADE

Miss Nelson Is Missing, H. Allard
Amazing Grace, M. Hoffman
Charlotte's Web, E. B. White
And to Think That I Saw It on Mulberry Street, Dr. Seuss
Where the Wild Things Are, M. Sendak
Chrysanthemum, K. Henkes
Alexander and the Terrible, Horrible, No Good, Very Bad Day, J. Viorst
Frog and Toad are Friends, A. Lobel
Fantastic Mr. Fox, R. Dahl
It's George, M. Cohen

Henry and Mudge, C. Rylant
Lyle, Lyle Crocodile, B. Waber
Millions of Cats, W. Gag
First Grade King, K. L. Williams
The Polar Express, C. Van Allsburg
The Snowy Day, E. J. Keats
The True Story of the Three Little Pigs,
J. Scieszka
The Secret in the Matchbox, V. Willis
Wiley and the Hairy Man, M. Bang
Heckedy Peg, A. Wood

SECOND GRADE

Charlotte's Web, E. B. White
Madeline, L. Bemelmans
Fat Chance, Claude, J. Nixon
Ramona the Pest, B. Cleary
My Father's Dragon, R. Gannet
Molly's Pilgrim, B. Cohen

A Job for Jenny Archer, E. Conford
The Courage of Sarah Noble, A. Dalgleish
Beans on the Roof, B. Byars
Herbie Jones, S. Kline
In a Messy, Messy Room, J. Gorog
Flossie and the Fox, P. McKissack

Amelia Bedelia, P. Parish
The Cut-Ups, J. Marshall
Josie Smith, M. Nabb
James and the Giant Peach, R. Dahl

The Show and Tell War, J. L. Smith
Henry Huggins, B. Cleary
The Three Billy Goats Gruff, P. Galdone
The Stories Julian Tells, E. Cameron

THIRD GRADE

Mr. Popper's Penguins, R. Atwater
The Bad Times of Irma Baumlein, C. Brink
The Mouse and the Motorcycle, B. Cleary
Ace the Very Important Pig, R. King-Smith
The Little House on the Prairie, L. I. Wilder
The Seven Treasure Hunts, B. Byars
James and the Giant Peach, R. Dahl
Charlie and the Chocolate Factory, R. Dahl
Mrs. Piggle-Wiggle, B. MacDonald
Quentin Corn, M. Stolz
Stuart Little, E. B. White

Russell Sprouts, J. Hurwitz
Pippi Longstocking, A. Lindgren
The Boxcar Children, G. C. Warner
The Chocolate Touch, P. Catling
Did You Carry the Flag Today, Charley?
 R. Caudill
Freckle Juice, J. Blume
Encyclopedia Brown, D. J. Sobol
Ramona Quimby, Age 8, B. Cleary
Sarah, Plain and Tall, P. MacLachlan

FOURTH GRADE

Tales of a Fourth-Grade Nothing, J. Blume
Dear Mr. Henshaw, B. Cleary
The Toothpaste Millionaire, J. Merrill
Mrs. Frisby and the Rats of NIMH,
 R. C. O'Brien
The Not Just Anybody Family, B. Byars
How to Eat Fried Worms, T. Rockwell
The Best Christmas Pageant Ever,
 B. Robinson
Sideways Stories from Wayside School,
 L. Sachar
Getting Something on Maggie Marmelstein,
 M. Sharmat

Class Clown, J. Hurwitz
The Good Master, K. Seredy
Half Magic, E. Eager
Oh, Honestly Angela, N. Robinson
The Trumpet of the Swan, E. B. White
The Kid in the Red Jacket, B. Park
Unreal! Eight Surprising Stories, P. Jennings
Ida Early Comes Over the Mountain,
 R. Burch
Littlejim, G. Houston
The Light in the Attic, S. Silverstein
The BFG, R. Dahl

FIFTH GRADE

Among the Dolls, W. Sleator
Anastasia Krupnik, L. Lowery
Otherwise Known as Sheila the Great,
 J. Blume

On Meeting Witches at Wells, J. Gorog
Beetles, Lightly Toasted, P. Naylor
Bridge to Terebitha, K. Paterson

*The Mixed-Up Files of Mrs. Basil E.
Frankweiler*, E. Konigsburg
Matilda, R. Dahl
The Pushcart War, J. Merrill
Tornado, H. Milton
On My Honor, M. Bauer
A Wrinkle in Time, M. L'Engle

The Secret Garden, F. Burnett
The Pinballs, B. Byars
Paul's Volcano, B. Gormley
Tom Sawyer, S. Clemens
The Wolves of Willoughby Chase, J. Aiken
The Cook Camp, G. Paulsen
New Kid on the Block, J. Prelutsky

SIXTH GRADE

A Darker Magic, M. Bedard
The Great Gilly Hopkins, K. Paterson
Isabelle and Little Orphan Frannie,
C. Greene
Island of the Blue Dolphins, S. O'Dell
The True Confessions of Charlotte Doyle,
 Avi
Mrs. Frisby and the Rats of NIMH,
R. C. O'Brien
Jackaroo, C. Voight
I Know What You Did Last Summer,
L. Duncan

Hatchet, G. Paulsen
There's a Boy in the Girl's Bathroom,
L. Sachar
Maniac Magee, J. Spinelli
Shiloh, P. Naylor
The Machine Gunners, R. Westall
Beauty, R. McKinley
Where the Red Fern Grows, W. Rawls
My Side of the Mountain, J. C. George
Roll of Thunder, Hear My Cry, M. Taylor
Weasel, C. C. DeFelice



117. *Book Interest Arousers*

1. **Library corner in your classroom.** Change frequently. Add a bulletin board with rotating themes, such as horses, history, science, favorite authors, mysteries, and so forth.
2. **New-book advertisements.** Have a teacher or student make brief reviews, oral reports, posters, or a contest with a competing book.
3. **Book fair.** Exchange an exhibit of books with another class. Show off award winners. Specialize in some types of new books, old books, picture books, Indian books, joke books, novels, and so forth.
4. **Oral reading by the teacher or a child.** Read a whole book, read interesting parts, read just the first chapter, read about a specific character. Especially read to upper-grade children. They love it.
5. **Poetry reading by a teacher or a student.** Have students memorize classic poems. Read new poems by published authors or read students poems. Read winners from a schoolwide poetry contest.
6. **Hold individual reading conferences regularly with every student.** Discuss books being read. Suggest similar books. Suggest other types of books.
7. **Visit libraries both in school and in other classes, as well as your public library.** Make sure every parent gets every student a public library card.
8. **Keep a books-read chart for your class and for each student.** Encourage progress and sometimes competition.
9. **Have book-related activities.** In art, design new book jackets or illustrations of book scenes. In drama, act out parts of a book. Discuss different endings.
10. **Tie in book with other subjects.** What was happening in history at the same time? Was the radio invented then? What causes volcanos? Are murders or sports upsets really happening today?



118. Major Reading Journals

To stay abreast of happenings in the field of reading instruction, read one of the professional journals. Ask to keep a subscription in your school library or better yet, in the teacher's room.

Journal of Reading (general and secondary orientation) International Reading Association. Eight issues yearly.

Journal of Reading Behavior (research orientation) National Reading Conference. Quarterly.

The Reading Teacher (elementary teacher orientation) International Reading Association. Eight issues yearly. (Formerly *Journal of Developmental Reading*.)

Reading Research Quarterly (research orientation) International Reading Association. Quarterly.

Reading World (general and college orientation) College Reading Association. Quarterly.

Language Arts (elementary teacher and language arts orientation) National Council of Teachers of English. Eight issues yearly. (Formerly *Elementary English*.)



119. Book Words

Good readers know how to talk about parts of a book. Here are some terms that can help you in discussing a book, its parts, and some book types. For book contents, see the Library Classifications, List 120 (Library of Congress and Dewey Decimal classifications systems). Your school or neighborhood librarian can also help you with book parts and book classification lessons.

BOOK PARTS

Jacket
Cover—soft
 hard
Spine
End papers
Binding—sewn
 perfect
 spiral
Title page—title
 author
 publisher
 (date)
Copyright—date
 L.C. Number
 Dewey Number
 I.S.B.N. Number
 Copying Limits

Preface
Introduction
Table of Contents
List of Figures
List of Tables
Chapters
Sub Headings
Divisions
Index—subject
 author
 (mixed together)

Glossary
Bibliography
References
Appendices
Series
Volume

BOOK TYPES

Reference
Trade
Text
Picture
Coffee table
Juveniles
Fiction

REFERENCE BOOKS

Dictionary
Encyclopedia
Thesaurus
Atlas
Reader's Guide
Almanac
*Reading Teachers Book
of Lists*

TYPE FONTS (examples)

Korinna
Brush
Aster (a serif typeface)
Helvetica (a sans serif
typeface)

TYPE SIZES (examples)

8 point
9 point
10 point
12 point
14 point

THE PAGE

Footnotes
Running head
Subtitles
Paragraph
Indentation
Single space
Double space
Leading
Margins (left and right)

PAPER

Newsprint
Bond
Rag
Weight (thickness)
Tint (color)
Special purpose (photocopy,
ditto)



120. Library Classifications

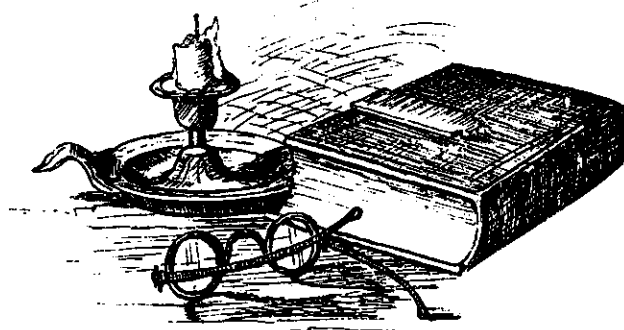
Most universities, research organizations, large public libraries, and, of course, the Library of Congress use the Library of Congress classifications for organizing their book collections. Most school libraries and smaller public libraries use the Dewey Decimal System. Students should have at least a modest acquaintance with both systems.

LIBRARY OF CONGRESS CLASSIFICATION

- A General Works
- B Philosophy and Religion
- C History of Civilization
- D General History
- E-F History—Americas
- G Geography and Anthropology
- H Social Sciences
- J Political Science
- K Law
- L Education
- M Music
- N Fine Arts
- P Language and Literature
 - PA Classical Language and Literature
 - PB-PH Modern European Languages
 - PJ-PL Oriental Language and Literature
 - PN General Literature
 - PQ French, Italian, Spanish, Portuguese Literature
 - PR English Literature
 - PS American Literature
 - PT German, Dutch, Scandinavian Literature
- Q Science
- R Medicine
- S Agriculture
- T Technology
- U Military Science
- V Naval Science
- Z Bibliography

SIMPLIFIED DEWEY DECIMAL SYSTEM

- 000 General Works
- 100 Philosophy and Psychology
- 200 Religion
- 300 Social Sciences
 - 310 Statistics
 - 320 Political Science
 - 330 Economics
 - 331 Labor Economics
 - 331.3 Labor by Age Groups
 - 331.39 Employed Middle-aged and Aged
 - 340 Law
 - 350 Administration
 - 360 Welfare and Social Institutions
 - 370 Education
 - 380 Public Services and Utilities
 - 390 Customs and Folklore
- 400 Philology
- 500 Pure Science
- 600 Applied Science
- 700 Fine Arts
- 800 Literature
- 900 History



Note: Libraries that use the Dewey Decimal system classify fiction by author's last name and it is usually divided into Adult Fiction and Children's Fiction. All the books in the library are listed in the "Card Catalogue." Most books have 3 cards: an author card, a subject card, and a title card.

121. Book Report Alternatives

Once you have enticed your students to read, consult this list of alternatives for fifty exciting things to do in place of writing a book report.

1. Draw a time line to illustrate the events in the story.
2. Construct a story map to show the plot and setting.
3. Create a jacket for the book, complete with illustrations and blurbs.
4. Prepare a chart showing the characters, their relationships, and a few biographical facts about each.
5. Create a poster-sized ad for the book.
6. Have a panel discussion if several students read the same book.
7. Dramatize an incident or an important character alone or with others.
8. Do a radio announcement to publicize the book.
9. Have individual conferences with students to get their personal reactions.
10. Appoint a committee to conduct peer discussion and seminars on books.
11. Illustrate the story, take slides, coordinate music and narration, and give a multimedia presentation.
12. Write a play based on the continuation of the story or a new adventure for the characters.
13. Give a demonstration of what was learned from a how-to book.
14. Compose a telegram about the book, limited to twenty words.
15. Dramatically read a part of the book to the class to get them hooked.
16. Keep a diary of one of the characters in the story, using first person.
17. Write a letter to the author telling why you liked the book, your favorite parts, what you would have done with the plot.
18. Be a newspaper columnist; write a review for the book section.
19. Explain how the story might have ended if a key character or incident were changed.
20. Write a letter to the key character to tell him or her how to solve the problem.
21. Write a newspaper article based on an incident from the book.
22. Write a biography of the leading character, using information from the book.
23. Write an obituary article about a key character, giving an account of what he or she was best known for.
24. Give a testimonial speech citing the character for special distinctions noted in the book.
25. Compare the movie and book versions of the same story.
26. Make a diorama to show the time and setting of the story.
27. Have a character day. Dress up as your favorite character in the story and relive some of the story.
28. Rewrite the story as a TV movie, including staging directions.

29. Examine the story for the author's craft and try to write a story of your own, imitating the use of tone, setting, style, and so on.
30. Memorize your favorite lines, or write them down for future quoting.
31. Make sketches of some of the action sequences.
32. Read the story into a tape recorder so that others may listen to it.
33. Research the period of history in which the story is set.
34. Make a list of similes, metaphors, or succinct descriptions used in the book.
35. Make puppets and present a show based on the book.
36. Build a clay or papier-mâché bust of a key character.
37. Give a "chalk talk" about the book.
38. Paint a mural that shows the key incidents in the story.
39. Rewrite the story for students in a lower grade. Keep it interesting.
40. File information about the book in a classroom cross-reference. Include author, story type, list of books it is similar to, and so on.
41. Imagine a *Life* magazine story on the book you've just read. What are several scenes you think ought to be photographed? Describe the photographs and write captions for them.
42. Tell the general effect of the book on you. What made you feel the way you did?
43. Report on any new, interesting, or challenging ideas you gained through reading the book.
44. Letter the title of the book vertically; then write a brief phrase applicable to the book for each letter.
45. Tell what kind of people should read this book. Who shouldn't?
46. Explain why you would or would not recommend this book to your parents for their reading. Be specific in your references to characters, plot, and setting.
47. Explain why you think this book will/will not be read a hundred years from now. Support your viewpoint by making specific references to plot, setting, characters, and author's style.
48. Make a list of five to ten significant questions about this book that you think anyone who reads this book should be able to answer.
49. Write an original poem after you have read a book of poetry.
50. If it is a geographical book, make a map and locate places found in the book.

See also List 122, Book Report Form.

122. Book Report Form

This form can be duplicated and distributed for reports on short stories, plays, and books.

TITLE _____

AUTHOR _____

PUBLISHER _____

COPYRIGHT DATE _____

ILLUSTRATOR _____

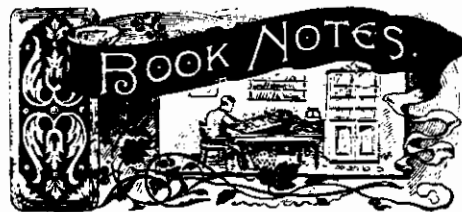
THEME OR MAIN IDEA:

MAIN CHARACTERS:

SETTING:

SUMMARY:

OPINION/RECOMMENDATIONS:



See also List 121, Book Report Alternatives; List 61, Story Guide.

123. Book List Collections

Use this list of indexes, anthologies, collections, and recommendations to identify and locate books for the classroom, school library, or personal library. Many of these reference or resource titles can be found in your public library.

FICTION AND NONFICTION COLLECTIONS

American Library Association. *Notable Children's Books*. (annual) Chicago: ALA. Bibliographic information and plot summaries are given for the winners of an annual review of new books.

American Library Association. *Outstanding Books for the College Bound*. (annual) Chicago: ALA. A series of bibliographic lists highlighting the best in fiction, nonfiction, biographies, fine arts, and theater reading for precollege students.

Arbuthnot, May. (1976) *The Arbuthnot Anthology of Children's Literature*. New York: Lothrop. Contains a wealth of information about reading material for young children as well as book recommendations.

Barstow, Barbara, and Judith Riggle. (1989) *Beyond Picture Books*. New York: R. R. Bowker. More than 1,500 early reading books are presented with plots, evaluations, and bibliographic information. A list of 200 first-grade readers with readability information is included.

Bernstein, Joanne, and Marsha Rudman. (1988) *Books to Help Children Cope with Separation and Loss*. Volume 3. New York: R. R. Bowker. A good reference guide to more than 600 titles dealing with separation themes and appropriate for children kindergarten to junior high.

Bingham, Jane, and Grayce Scholt. (1980) *Fifteen Centuries of Children's Literature: An Annotated Chronology of British and American Works in Historical Context*. Westport, CT: Greenwood Press. A good resource for a history of children's literature.

Breen, Karen. (1988) *Index to Collective Biographies for Young Readers*. New York: R. R. Bowker. Indexes more than 1,000 collective biographies covering more than 10,000 famous people; easy to use indexes by name, field, and book title.

Children's Literature Center. (annual) *Books for Children*. Washington, DC: Library of Congress. Recommendations for good reading selected from recently published fiction and nonfiction. Books are listed by age group, and entries include bibliographic and thematic information.

Children's Literature Center. (1990) *Children and Reading: A Reading List for Parents*. Washington, DC: Library of Congress. Recommended reading lists for use by parents.

Children's Magazine Guide. Periodical. New York: R. R. Bowker. A unique source that lets children find articles on subjects of interest in more than thirty-five children's magazines.

Cole, Joanna. (1983) *Best-loved Folktales of the World*. New York: Doubleday. Anthology of 200 folktales from around the world.

Dreyer, Sharon. (1981) *The Bookfinder: A Guide to Children's Literature about the Needs and Problems of Youth Aged 2-15*. New York: American Guidance Service.

- Fakih, Kimberly. (1992) *The Literature of Delight: A Critical Guide to Humorous Books for Children*. New York: R. R. Bowker. A guide to more than 1,000 fiction and nonfiction titles sure to please students, preschool through junior high.
- Freeman, Judy. (1990) *Books Kids Will Sit Still For: The Complete Read-Aloud Guide*. 2nd Ed. New York: R. R. Bowker. A guide to the best fiction, poetry, folktales, and nonfiction to read aloud to students, grades preschool through 6.
- Friedberg, Joan; June Mullins, and Adelaide Sukiennik. (1991) *Portraying the Disabled: A Guide to Juvenile Non-Fiction*. New York: R. R. Bowker. Annotated bibliography of more than 350 nonfiction books covering physical, sensory, cognitive, and behavioral disabilities.
- Gillespie, John, and Corrinne Naden. (1990) *Best Books for Children: Preschool Through Grade 6*. New York: R. R. Bowker. Annotated bibliography of nearly 12,000 titles in 500 categories, each with recommendations from two or more notable children's book journals.
- Gillespie, John. (1991) *Best Books for Junior High Readers*. New York: R. R. Bowker. Annotated bibliography of nearly 6,000 recommended titles for recreation and content-based reading for students in grades 7 through 9. An appendix of more than 750 titles for advanced students is included.
- Gillis, Ruth. (1978) *Children's Books for Times of Stress: An Annotated Bibliography*. Bloomington, IN: Indiana University Press.
- Hart, Carole; et al. (eds.) (1974) *Free to be You and Me*. New York: McGraw-Hill. Collection of stories, poems, and art that encourage children to excel.
- Haviland, Virginia. (1972) *Children's Literature: A Guide to Reference Sources*. Washington, DC: Library of Congress. Good for school and other library collections.
- Hearne, Betsy. (1990) *Choosing Books for Children: A Commonsense Guide*. Revised. New York: Delacorte Press/Delta. Helpful information about children's books, including recommendations.
- International Reading Association and Children's Book Council. (annual) *Children's Choices*. Newark, DE: IRA. Results of an annual survey of 10,000 students' preferences for recently published trade books. Winning books are annotated and divided by reader's age.
- International Reading Association and Children's Book Council. (1991) *99 Favorite Paperbacks 1991*. Newark, DE: IRA. A list of poetry, fiction, and nonfiction favorites for students aged twelve and under.
- International Reading Association. (annual) *Young Adults' Choices*. Newark, DE: IRA. Results of an annual survey of 4,500 middle school through high school students' preferences for recently published trade books. Bibliographic information and plot summaries are included for the winners.
- Kennedy, DayAnn, Stella Spangler, and Mary Ann Vanderwerf. (1990) *Science & Technology in Fact and Fiction*. A valuable source for good books on science topics for elementary-school children. Readability levels are included.
- Kimmel, Margaret, and Elizabeth Segel. (1991) *For Reading Out Loud!: A Guide to Sharing Books with Children*. Revised. New York: Dell. Annotated list of books recommended for reading aloud to children preschool through grade 8.

- Landsberg, Michele. (1987) *Reading for the Love of It: Best Books for Young Readers*. New York: Prentice-Hall. An annotated list of recommended books.
- LiBretto, Ellen. (1990) *High/Lo Handbook: Encouraging Literacy in the 1990's*. 3rd. Ed. New York: R. R. Bowker. A guide to books, magazines, and software for reluctant or remedial readers, grades 7 through high school.
- Lima, Carolyn. (1989) *A to Zoo: Subject Access to Children's Picture Books*. New York: R. R. Bowker. Annotated bibliography of 11,500 books indexed by subject, author, title, illustrator, and with bibliographic information.
- Lipson, Eden. (1991) *The New York Times Parent's Guide to the Best Books for Children*. New York: Times Books. An annotated list of recommended books and other helpful information about selecting books for children.
- Lynn, Ruth. (1988) *Fantasy Literature for Children and Young Adults*. 3rd. Ed. New York: R. R. Bowker. Recommendations for more than 3,000 award winning fantasy novels and collections. Titles are grouped by topics, from allegory to witchcraft and sorcery.
- Miller-Lachmann, Lyn. (1991) *Our Family, Our Friends, Our World: An Annotated Guide to Significant Multicultural Books for Children and Teenagers*. New York: R. R. Bowker. A bibliographic guide to fine fiction and nonfiction focusing on the life and culture of minority people in the U.S. and Canada as well as in their native lands.
- Reading Is Fundamental. (1987) *When We Were Young*. Washington, DC: Reading Is Fundamental. Favorite book recommendations from RIF kids and volunteers. Also special section listing the favorite books of famous people, including Stephen King, Michael Learned, and Billy Joel.
- Schulman, L. (1990) *The Random House Book of Sports Stories*. New York: Random House. A collection of sports-related stories by some of the best modern authors.
- Schwartz, Alvin (ed.) (1983) *Scary Stories to Tell in the Dark*. New York: Harper. A list of the best thrillers for children.
- Sinclair, Patti. (1992) *E for Environment: An Annotated Bibliography of Children's Books with Environmental Themes*. New York: R. R. Bowker. More than 500 children's books on environmental topics are profiled and indexed. Reading levels are included.
- Singer, Isaac. (1966) *Zlateh the Goat and Other Stories*. New York: Harper. A collection of folk tales from Eastern European Jewish tradition.
- Stott, Jon. (1984) *Children's Literature from A to Z: A Guide for Parents and Teachers*. New York: McGraw-Hill. An annotated list of recommended books and other helpful information about selecting books for children.
- The Young Adult Reader's Adviser*. (1991). New York: R. R. Bowker. A substantial reference for students grades 6 through 12. The two-volume work presents introductions to and recommendations for reading about key authors and about topics from the curriculum.
- Trelease, Jim. (1989) *The New Read Aloud Handbook*. Revised. New York: Penguin. Annotated list of books selected for reading to children grades preschool through 8. The book also includes chapters on the why and how to read aloud to your students.

Young Adult Library Services Association. (annual) *Best Books for Young Adults*. Chicago: American Library Association. A list of 70 recommendations of "best" recently published fiction and nonfiction titles for junior and senior high school students.

Young Adult Library Services Association. (annual) *Recommended Books for Reluctant Young Readers*. Chicago: American Library Association. A list of 27 fiction and 29 nonfiction recommendations intended to stimulate the interest of reluctant teen readers. All recommended books are at sixth grade readability or below.

POETRY COLLECTIONS

Adoff, Arnold (ed.). (1970) *I Am the Darker Brother: An Anthology of Modern Poems by Black Americans*. New York: Macmillan.

Bodecker, Nils. (1974) *"Let's Marry," Said the Cherry, and Other Nonsense Poems*. Atheneum.

Bodecker, Nils. (1983) *Snowman Sniffles and Other Verse*. Atheneum.

Elledge, Scott (ed.). (1990) *Wider Than the Sky: Poems to Grow Up With*. New York: Harper Collins.

Fishback, Margaret. (1942) *I Feel Better Now and Out of My Head*. New York: World.

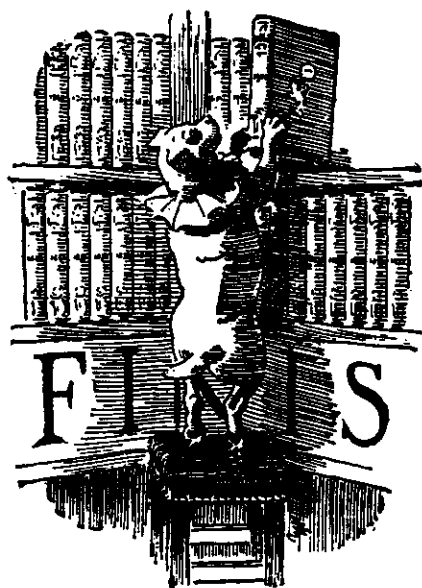
McCord, David. (1977) *One at a Time*. New York: Little, Brown.

Obligato, Lillian. (1983) *Faint Frogs Feeling Feverish and Other Terrifically Tantalizing Tongue Twisters*. New York: Viking.

Silverstein, Shel. (1974) *Where the Sidewalk Ends*. New York: Harper & Row.

Silverstein, Shel. (1981) *A Light in the Attic*. New York: Harper & Row.

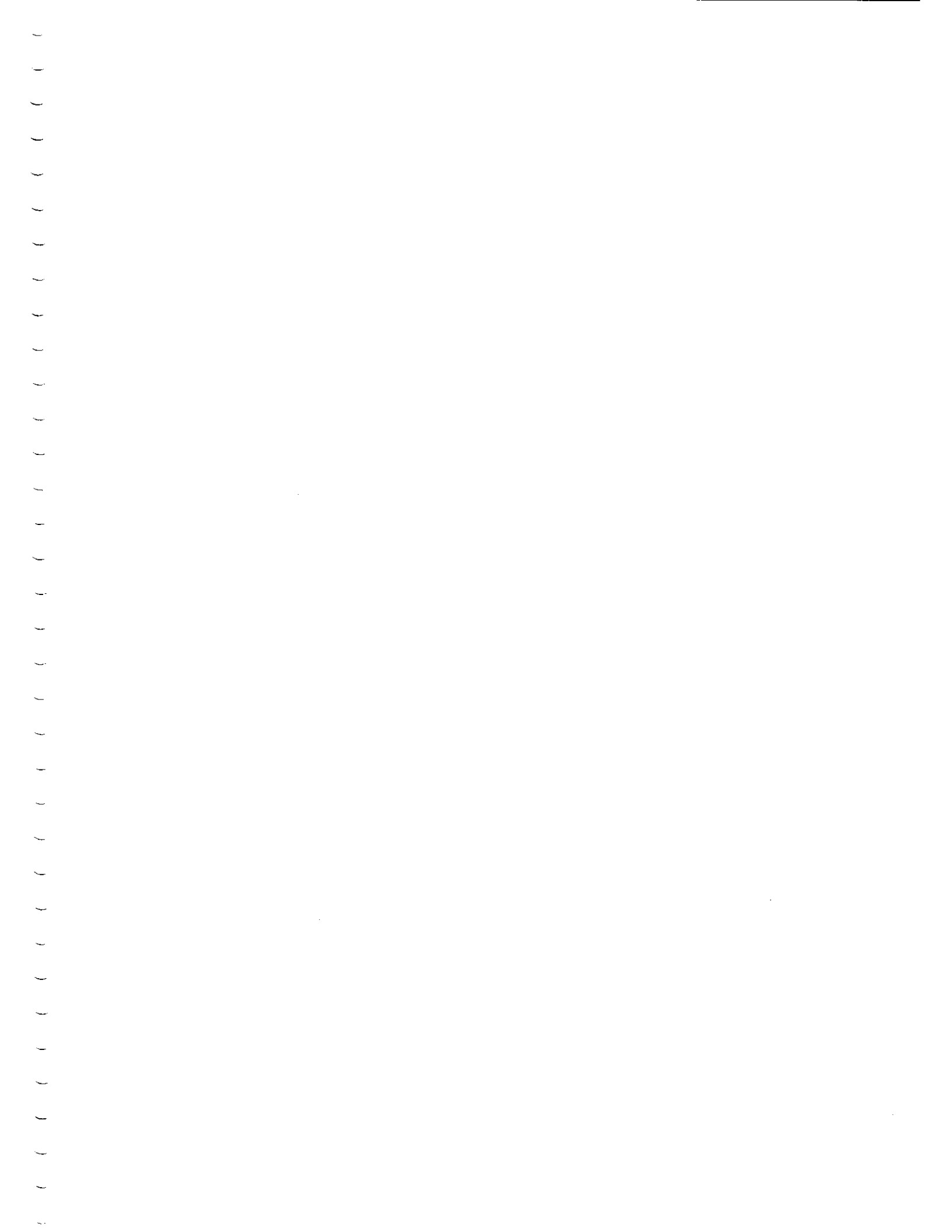
Wallace, Daisy. (1976) *Monster Poems*. Holiday House.



SECTION XI

Signs, Symbols, and
Abbreviations





124. State Abbreviations and Capitals

The official postal abbreviations and the traditional abbreviations are listed for each state. Some of the postal abbreviations are easy to remember, such as NY and FL. Others will take a bit of concentration to get straight, such as MI, MO, MS, MA, MT, and ME. The new postal abbreviations generally are not followed by periods. Literate students need to know them just as they need to know how to spell the state names.

FULL NAME	NEW	OLD	CAPITAL
Alabama	AL	Ala.	Montgomery
Alaska	AK	Alaska	Juneau
Arizona	AZ	Ariz.	Phoenix
Arkansas	AR	Ark.	Little Rock
California	CA	Calif.	Sacramento
Colorado	CO	Colo.	Denver
Connecticut	CT	Conn.	Hartford
Delaware	DE	Del.	Dover
Florida	FL	Fla.	Tallahassee
Georgia	GA	Ga.	Atlanta
Hawaii	HI	Hawaii	Honolulu
Idaho	ID	Idaho	Boise
Illinois	IL	Ill.	Springfield
Indiana	IN	Ind.	Indianapolis
Iowa	IA	Iowa	Des Moines
Kansas	KS	Kans.	Topeka
Kentucky	KY	Ky.	Frankfort
Louisiana	LA	La.	Baton Rouge
Maine	ME	Me.	Augusta
Maryland	MD	Md.	Annapolis
Massachusetts	MA	Mass.	Boston
Michigan	MI	Mich.	Lansing
Minnesota	MN	Minn.	St. Paul
Mississippi	MS	Miss.	Jackson
Missouri	MO	Mo.	Jefferson City
Montana	MT	Mont.	Helena
Nebraska	NE	Nebr.	Lincoln
Nevada	NV	Nev.	Carson City
New Hampshire	NH	N.H.	Concord
New Jersey	NJ	N.J.	Trenton
New Mexico	NM	N.Mex.	Santa Fe
New York	NY	N.Y.	Albany
North Carolina	NC	N.C.	Raleigh
North Dakota	ND	N. Dak.	Bismarck
Ohio	OH	Ohio	Columbus
Oklahoma	OK	Okla.	Oklahoma City
Oregon	OR	Oreg.	Salem
Pennsylvania	PA	Pa.	Harrisburg
Rhode Island	RI	R.I.	Providence
South Carolina	SC	S.C.	Columbia

FULL NAME	NEW	OLD	CAPITAL
South Dakota	SD	S.D.	Pierre
Tennessee	TN	Tenn.	Nashville
Texas	TX	Tex.	Austin
Utah	UT	Utah	Salt Lake City
Vermont	VT	Vt.	Montpelier
Virginia	VA	Va.	Richmond
Washington	WA	Wash.	Olympia
West Virginia	WV	W.Va.	Charleston
Wisconsin	WI	Wisc.	Madison
Wyoming	WY	Wyo.	Cheyenne

FULL NAME	NEW/OLD	CAPITAL
District of Columbia	DC	Washington
Puerto Rico	PR	San Juan
Virgin Islands	VI	St. Thomas



125. Common Abbreviations

Abbreviations are so widely used that it is important to know what the common ones stand for. In addition to being an advantage in reading comprehension, knowing and using abbreviations saves time, space, and energy when we write.

acct.	account	dept.	department
A.D.	Anno Domini (in the year of our Lord)	diam.	diameter
adj.	adjective	div.	division
ad lib	ad libitum (improvise)	doz.	dozen
adv.	adverb	Dr.	Doctor, drive
AKA	also known as		
a.m.	ante meridiem (morning)	ea.	each
amt	amount	ed.	edition
anon.	anonymous	e.g.	exempli gratia (for example)
ans.	answer	elec.	electric
Apr.	April	Esq.	Esquire
arith.	arithmetic	et al.	et alii (and others)
assn.	association	etc.	et cetera (and others)
assoc.	association	ex.	example
asst.	assistant		
atty.	attorney	F	Fahrenheit
Aug.	August	Feb.	February
ave.	avenue	fem.	feminine
		fig.	figure
B.A.	Bachelor of Arts	freq.	frequency
bib.	bibliography	Fri.	Friday
biog.	biography	ft.	foot
B.C.	before Christ		
bldg.	building	g	gram
B.S.	Bachelor of Science	gal.	gallon
blvd.	boulevard	Gen.	General
		govt.	government
c	centimeter, centigrade		
cap.	capital	H.M.S.	His (Her) Majesty's Ship
Capt.	Captain	Hon.	Honorable
cc	cubic centimeter	hosp.	hospital
cert.	certificate	hr	hour
chap.	chapter	H.R.H.	His (Her) Royal Highness
Chas.	Charles	ht	height
Col.	Colonel		
conj.	conjunction	ibid.	ibidem (in the same place)
corp.	corporation	id.	idem (the same)
cu	cubic	i.e.	id est (that is)
		illus.	illustration
D.C.	District of Columbia	in.	inch
D.D.	Doctor of Divinity	inc.	incorporated
D.D.S.	Doctor of Dental Surgery	incl.	including
Dec.	December	intro	introduction

Jan.	January	pres.	president
Jour.	Journal	prin.	principal
Jr.	junior	pron.	pronoun
		pt.	pint
kg	kilogram		
		qt.	quart
lat.	latitude	recd.	received
lb.	pound	ref.	referee; reference
lieut.	lieutenant	Rev.	reverend
long.	longitude	R.N.	Registered Nurse
lt.	lieutenant		
		Sat.	Saturday
M.A.	Master of Arts	sci.	science
mag.	magazine	sec.	second
masc.	masculine	Sept.	September
math	mathematics	sgt.	sergeant
M.D.	Doctor of Medicine	sing.	singular
mdse.	merchandise	sq.	square
med.	medium	Sr.	Senior; Sister
mgr.	manager	St.	Street; Saint
min.	minute	subj.	subject
misc.	miscellaneous	Sun	Sunday
ml	milliliter	supt.	superintendent
mo.	month		
mph	miles per hour	tel.	telephone
Mr.	mister	Thurs.	Thursday
Mrs.	mistress	Tues.	Tuesday
neg.	negative	univ.	university
neut.	neuter	USA	United States of America
no.	number		
Nov.	November	vet.	veterinarian; veteran
		vocab.	vocabulary
Oct.	October	vol.	volume
opp.	opposite	vs.	versus
oz.	ounce		
		Wed.	Wednesday
p.	page	wk.	week
pd.	paid	Wm.	William
Ph.D.	Doctor of Philosophy	wt.	weight
pkg.	package		
pl.	plural	yd.	yard
p.m.	post meridiem (afternoon)	yr.	year
pop.	population		
pp.	pages		

See also List 13, Measurement; List 36, Acronyms and Initializations; and List 124, State Abbreviations and Capitals.

126. Education Abbreviations

The field of education has its share of abbreviations. Here are some widely known ones that you may find useful.

AASA	American Association of School Administrators
ADD/ADHD	Attention Deficit Disorder/Attention Deficit Hyperactivity Disorder
AFT	American Federation of Teachers
AP	Advanced Placement
ASCD	Association for Supervision and Curriculum Development
CEC	Council for Exceptional Children
CEEB	College Entrance Exam Board
EH	Emotionally Handicapped
ERIC	Educational Resources Information Center
ESL	English as a Second Language
ETS	Educational Testing Service
GED	General Educational Development Test (high school equivalency test)
IRA	International Reading Association
LEP	Limited English Proficiency
LD	Learning Disabled
MH	Mentally Handicapped
NAEP	National Assessment of Educational Progress
NAESP	National Association of Elementary School Principals
NASSP	National Association of Secondary School Principals
NCATE	National Council for Accreditation of Teacher Education
NCEA	National Catholic Educational Association
NCES	National Center for Educational Statistics
NCPT	National Congress of Parents and Teachers
NCTE	National Council of Teachers of English
NCTM	National Council of Teachers of Mathematics
NEA	National Education Association
NSF	National Science Foundation
NSTA	National Science Teachers Association
SAT	Scholastic Aptitude Test



127. Dictionary Phonetic Symbols

Dictionaries tell you how to pronounce words by using phonetic symbols. These are based on the Roman alphabet but add diacritical marks and special letter combinations. Although all dictionaries use similar phonetic symbols, they are not all identical. This list shows four of the more widely used sets of symbols.

COMMON AND UNCOMMON SPELLINGS FOR PHONEMES	THORNDIKE BARNHART (SCOTT FORESMAN)	WEBSTER- MERRIAM (AMERICAN BOOK CO.)	AMERICAN HERITAGE (HOUGHTON MIFFLIN)	RANDOM HOUSE (SILVER BURDETT & GINN)
A Short hat, plaid	a	a	ă	a
A Long age, aid, gaol, gauge, say, break, vain, they	ā	ā	ā	ā
A ("air" sound- diphthong) care, air, where, pear, their	ā, er, ar	eər	âr	â(r)
A Broad father, heart, sergeant	ä	ä	ä	ä
B bad, rabbit	b	b	b	b
CH Digraph child, watch, righteous, question, virtuous	ch	ch	ch	ch C
D did, add, filled	d	d	d	d
E short many, aesthetic, said, says, let, bread, heifer, leopard, friend, bury	e	ě	ě	e
E Long Caesar, quay, equal, team, bee, receive, people, key, machine, believe, phoenix	ē	ē	ē	ē
R (or short u plus R) stern, pearl, first, word, journey, turn, myrtle	ēr	ər	ûr	û(r)
F fat, effort, laugh, phrase	f	f	f	f
G go, egg, ghost, guest, catalogue	g	g	g	g
H he, who	h	h	h	h

COMMON AND UNCOMMON SPELLINGS FOR PHONEMES	THORNDIKE BARNHART (SCOTT FORESMAN)	WEBSTER- MERRIAM (AMERICAN BOOK CO.)	AMERICAN HERITAGE (HOUGHTON MIFFLIN)	RANDOM HOUSE (SILVER BURDETT & GINN)
WH Digraph wheat	hw	hw	hw	hw
I Short England, <u>be</u> en, <u>bi</u> t, s <u>ie</u> ve, w <u>o</u> men, <u>bu</u> sy. b <u>ui</u> ld, h <u>y</u> mn	i	i	ĩ	i
I Long a <u>is</u> le, a <u>y</u> e, h <u>ei</u> ght, <u>ey</u> e, i <u>ce</u> , l <u>ie</u> , <u>bu</u> y, s <u>ky</u>	ī	ī	ī	ī
J bridge, g <u>ra</u> du <u>a</u> l, s <u>ol</u> d <u>i</u> er, t <u>ra</u> g <u>i</u> c, ex <u>a</u> g <u>ge</u> rate, j <u>a</u> m	j	j	j	j
K c <u>o</u> at, a <u>cc</u> ount, c <u>he</u> m <u>i</u> str <u>y</u> , b <u>a</u> ck, a <u>cq</u> uire, s <u>a</u> c <u>qu</u> e, k <u>i</u> nd, l <u>i</u> qu <u>o</u> r	k	k	k	k
L l <u>a</u> nd, t <u>e</u> ll	l	l	l	l
M dr <u>a</u> ch <u>m</u> , p <u>a</u> ra <u>d</u> i <u>g</u> m, c <u>a</u> lm, <u>m</u> e, cl <u>i</u> mb, c <u>o</u> mm <u>o</u> n, s <u>o</u> l <u>e</u> mn	m	m	m	m
N g <u>n</u> aw, k <u>n</u> ife, <u>n</u> o, m <u>a</u> nn <u>e</u> r, p <u>ne</u> um <u>o</u> nia	n	n	n	n
NG Blend i <u>n</u> k, l <u>o</u> ng, t <u>o</u> ng <u>ue</u>	ng	ng	ng	ng̃
O Short w <u>a</u> tch, h <u>o</u> t	o	ă	õ	o
O Long b <u>ea</u> u, y <u>eo</u> man, s <u>ew</u> , o <u>p</u> en, b <u>oa</u> t, t <u>oe</u> , <u>oh</u> , b <u>ro</u> och, s <u>ou</u> l, l <u>ow</u>	ō	ō	ō	ō
O Broad a <u>ll</u> , U <u>tah</u> , t <u>a</u> ught, l <u>a</u> w, o <u>rd</u> er, b <u>ro</u> ad, b <u>o</u> ught	ô	ô	ô	ô
OI Diphthong b <u>oi</u> l, b <u>oy</u>	oi	ôi	oi	oi
OU Diphthong h <u>ou</u> se, b <u>ou</u> gh, n <u>ow</u>	ou	âu	ou	ou
P cup, h <u>a</u> ppy	p	p	p	p
R r <u>u</u> n, r <u>h</u> yth <u>m</u> , c <u>a</u> rr <u>y</u>	r	r	r	r
S c <u>e</u> nt, s <u>a</u> y, s <u>c</u> ent, s <u>ch</u> ism, m <u>i</u> ss	s	s	s	s

COMMON AND UNCOMMON SPELLINGS FOR PHONEMES	THORNDIKE BARNHART (SCOTT FORESMAN)	WEBSTER- MERRIAM (AMERICAN BOOK CO.)	AMERICAN HERITAGE (HOUGHTON MIFFLIN)	RANDOM HOUSE (SILVER BURDETT & GINN)
SH Digraph o <u>ce</u> an, mach <u>ine</u> , sp <u>eci</u> al, s <u>ure</u> , <u>sch</u> ist, con <u>sci</u> ence, nause <u>ou</u> s, p <u>sh</u> aw, <u>sh</u> e, tens <u>ion</u> , <u>issu</u> e, mission, nation	sh	sh	sh	sh
T stopped, bought, tell, Th <u>o</u> mas, butt <u>o</u> n	t	t	t	t
TH (voiceless) th <u>i</u> n	th	th	th	th
TH (voiced) th <u>e</u> n, breathe	TH	th	th	th
U Short c <u>o</u> me, d <u>oe</u> s, fl <u>oo</u> d, tr <u>ou</u> ble, c <u>u</u> p	u	ə	ū	u
U Long beaut <u>y</u> , feud, que <u>ue</u> , few, adieu, view, use		yū	yōō	yōō
U Short w <u>o</u> lf, g <u>oo</u> d, sh <u>ou</u> ld, full	ù	u	öö	öö
OO Long maneu <u>ve</u> r, thr <u>ew</u> , m <u>ov</u> e, sh <u>oe</u> , f <u>oo</u> d, y <u>ou</u> , rule, fr <u>ui</u> t	ü	ü	ōō	ōō
V of, Steph <u>e</u> n, v <u>e</u> ry, fliv <u>er</u>	v	v	v	v
W cho <u>i</u> r, qu <u>i</u> ck, w <u>i</u> ll	w	w	w	w
Y (consonant) opin <u>i</u> on, halleluj <u>a</u> h, y <u>ou</u>	y	y	y	y
Z has, discern, scissors, X <u>e</u> rxes, z <u>e</u> ro, buzz	z	z	z	z
ZH gar <u>a</u> ge, meas <u>u</u> re, divis <u>i</u> on, az <u>u</u> re, braz <u>i</u> er	zh	zh	zh	zh
A (schwa) al <u>o</u> ne, fount <u>a</u> in, mom <u>e</u> nt, penc <u>i</u> l, com <u>pl</u> ete, caut <u>i</u> ous, circ <u>u</u> s	ə	ə	ə	ə

Diacritical Marks

(circumflex)	ôder
(macron)	êqual
(tilde)	cañon
(dieresis)	naïve
(cedilla)	façade
(single dot)	pùt
(acute accent)	attaché
(grave accent)	à la mode



See also List 48, Phonics Example Words.

128. Foreign Alphabets

The table of alphabets shows how some other languages are written. Your students will enjoy writing their names and other messages using the different alphabets.

Hebrew

Vowels are not represented in normal Hebrew writing, but for educational purposes they are indicated by a system of subscript and superscript dots. The transliterations shown in parentheses apply when the letter falls at the end of a word. The transliterations with subscript dots are pharyngeal consonants, as in Arabic.

The second forms shown are used when the letter falls at the end of a word.

HEBREW

Form	Name	Sound
א	'aleph	
ב	beth	b (bh)
ג	gimel	g (gh)
ד	daleth	d (dh)
ה	he	h
ו	vav	v
ז	zayin	z
ח	heth	h
ט	teth	t
י	yodh	y
כ	kaph	k (kh)
ל	lamedh	l
מ	mem	m
נ	mem	n
ס	samekh	s
ע	'ayin	
פ	pe	p (ph)
צ	tsedhe	s
ק	qoph	q
ר	resh	r
ש	sin	s
שׁ	shin	sh
ת	thaw	t (th)

Greek

The superscript ' on an initial vowel or rho, called the "rough breathing," represents an aspirate. Lack of aspiration on an initial vowel is indicated by the superscript ¨, called the "smooth breathing." When gamma precedes kappa, xi, chi, or another gamma, it has the value n and is so transliterated. The second lower-case form of sigma is used only in final position.

GREEK

Form	Name	Sound
Α α	alpha	a
Β β	beta	b
Γ γ	gamma	g (n)
Δ δ	delta	d
Ε ε	epsilon	e
Ζ ζ	zeta	z
Η η	eta	s
Θ θ	theta	th
Ι ι	iota	i
Κ κ	kappa	k
Λ λ	lambda	l
Μ μ	mu	m
Ν ν	nu	n
Ξ ξ	xi	z
Ο ο	omicron	o
Π π	pi	p
Ρ ρ	rho	r (rh)
Σ σ ς	sigma	s
Τ τ	tau	t
Υ υ	upsilon	u
Φ φ	phi	ph
Χ χ	chi	kh
Ψ ψ	psi	ps
Ω ω	omega	o

Russian

This letter, called *tvordiy znak*, "hard sign," is very rare in modern Russian. It indicates that the previous consonant remains hard even though followed by a front vowel.
This letter, called *myekiy znak*, "soft sign," indicates that the previous consonant is palatalized even when a front vowel does not follow.

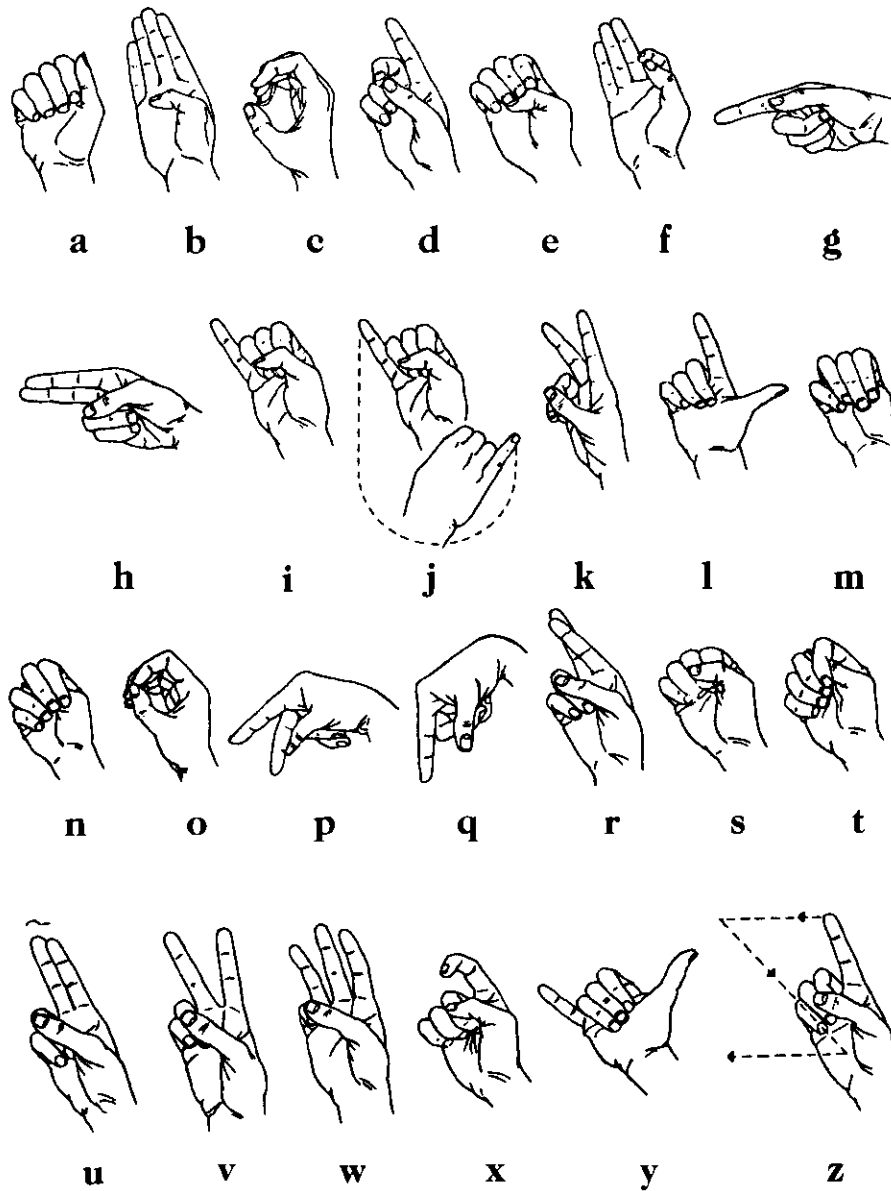
RUSSIAN

Form	Sound
А а	a
Б б	b
В в	v
Г г	g
Д д	d
Е е	e
Ж ж	zh
З з	z
И и Й й	i, j
К к	k
Л л	l
М м	m
Н н	n
О о	o
П п	p
Р р	r
С с	s
Т т	t
У у	u
Ф ф	f
Х х	kh
Ц ц	ts
Ч ч	ch
Ш ш	sh
Щ щ	sch
Ъ ъ	"
Ы ы	y
Ь ь	"
Э э	e
Ю ю	yu
Я я	ya

129. Manual Alphabet

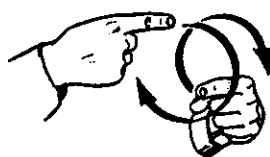
The manual alphabet shows one way in which deaf persons communicate. They also use a signing language that uses hand positions for whole words or concepts, and most can read lips to some extent.

MANUAL ALPHABET



130. Signing for the Deaf

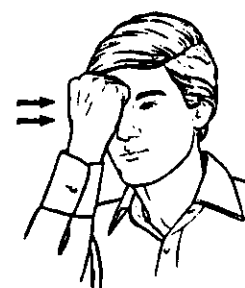
Words are communicated by hand positions and movement.



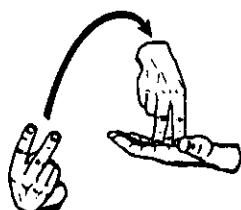
Go



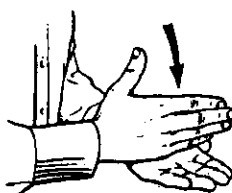
Yes



Stupid



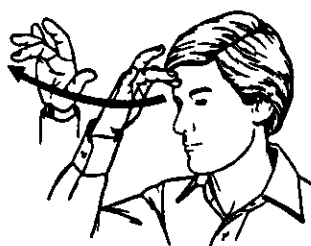
Stand up



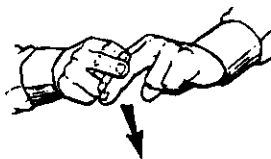
Stop



Bad



Smart



Sit down



No

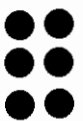
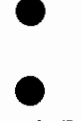
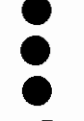
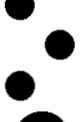
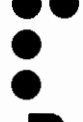
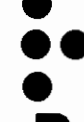
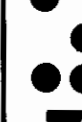


Good

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131. Braille Alphabet

Blind people learn to read the alphabet by feeling raised dots with their fingers.

					
		A	B		
					
C	D	E	F	G	H
					
I	J	K	L	M	N
					
O	P	Q	R	S	T
					
U	V	W	X	Y	Z

132. Morse Code

The Morse Code is still used by some radio hams. With practice, it is possible for amateurs to use it to send flashlight messages.

MORSE CODE

A ·—	V ...—
B —...	W —.—
C —.—.	X —.—
D —..	Y —.—
E .	Z —.—.
F ..—.	Á —.—
G —.—	Ä —.—
H	É ..—.
I ..	Ñ —.—
J .—.—	Ö —.—.
K —.—	Ü ..—
L —..	1 .—.—
M —	2 ..—.—
N —.	3 ...—
O ———	4
P —.—.	5
Q —.—.—	6 —....
R —.—	7 —.—.
S ...	8 —.—.
T —	9 —.—.
U ..—	0 ———
, (comma)	—.—.—
. (period)	—.—.—
?	..—.—.
;	—.—.—
:	—.—.—
/	—.—.—
- (hyphen)	—.—.—
apostrophe	—.—.—
parenthesis	—.—.—
underline	..—.—

133. Radio Voice Alphabet

This international alphabet is used by airplane pilots, ship personnel, ham radio operators, and many others who speak over the radio when they need to spell out words or give call letters.

Alfa	Hotel	Oscar	Uniform
Bravo	India	Papa	Victor
Charlie	Juliett	Quebec	Whiskey
Delta	Kilo	Romeo	Xray
Echo	Lima	Sierra	Yankee
Foxtrot	Mike	Tango	Zulu
Golf	November		



134. General Signs and Symbols

Many specialized fields have sets of symbols or abbreviations, such as computer science, mathematics, and chemistry, which are needed to understand and work with concepts in those fields. In addition, there are many general-use symbols that we need in everyday life.

+ plus	L right angle	≤ or ≤ less than or equal to	∴ therefore
- minus	Δ triangle	∴ absolute value	∵ because
± plus or minus	□ square	∪ logical sum or union	— vinculum (above letter)
∓ minus or plus	▭ rectangle	∩ logical product or intersection	() parentheses
× multiplied by	▭ parallelogram	⊂ is contained in	[] brackets
÷ divided by	○ circle	∈ is a member of;	{ } braces
= equal to	⌒ arc of circle	ε permittivity; mean error	° degree
≠ or ≠ not equal to	⊥ equilateral	∴ is to; ratio	' minute
≈ or ≈ nearly equal to	△ equiangular	∴ as; proportion	" second
≡ identical with	√ radical; root; square root	≈ approaches	Δ increment
≠ not identical with	∛ cube root	→ approaches limit of	ω angular frequency; solid angle
≡ equivalent	∜ fourth root	α varies as	Ω ohm
~ difference	Σ sum	∥ parallel	μΩ microhm
≡ congruent to	! or L factorial product	⊥ perpendicular	MΩ megohm
> greater than	∞ infinity	∠ angle	Φ magnetic flux
> not greater than	∫ integral		
< less than	f function		
≤ not less than	δ or δ differential; variation		
≥ or ≥ greater than or equal to	π pi		

§ ounce	@ at	per	• grave
3 dram	* asterisk	# number	˜ tilde
③ scruple	† dagger	/ virgule; slash; solidus; shilling	˘ circumflex
℥ fluid ounce	‡ double dagger	© copyright	ˉ macron
℥ fluid dram	§ section	% per cent	ˆ breve
m minim	¶ index	% care of	¨ dieresis
& or & ampersand	˙ acute	% account of	ˆ cadilla
☉ dielectric flux; electrostatic flux	X Pisces	♀ Venus	^ caret
ρ resistivity	∩ conjunction	♂ or ♂ Earth	☼ haze; dust haze
Λ equivalent conductivity	♂ opposition	♂ Mars	⚡ thunder
R reluctance	Δ trine	♂ Jupiter	⚡ sheet lightning
→ direction of flow	□ quadrature	♂ Saturn	☉ solar corona
= electric current	* sextile	♂ Uranus	☉ solar halo
○ benzene ring	♂ dragon's head, ascending node	♂ Neptune	☉ thunderstorm
→ yields	♂ dragon's tail, descending node	♂ Pluto	↖ direction
⇌ reversible reaction	☉ rain	♂ Anes	○ or ○ or ○ annual
↓ precipitate	* snow	♂ Taurus	○ or ○ biennial
↑ gas	☉ snow on ground	♂ Gemini	2 perennial
‰ salinity	☉ floating ice crystals	♂ Cancer	♂ or ♂ male
○ or ☉ sun	▲ hail	♂ Leo	♀ female
● or ● new moon	Δ sleet	♂ Virgo	♂ male (in charts)
☾ first quarter	▽ frostwork	♂ Libra	♀ female (in charts)
☾ or ☾ full moon	⊥ hoarfrost	♂ Scorpius	℞ take (from Latin <i>Recipe</i>)
☾ last quarter	☉ fog	♂ Sagittarius	℞ or ℞ or ℞ of each (doctor's prescription)
☿ Mercury		♂ Capricornus	℔ pound
		♂ Aquarius	

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See also List 124, State Abbreviations and Capitals; List 125, Common Abbreviations; and List 149, Taxonomy of Graphs.

135. Native American Symbols

The earliest writings of the American Indians were those of signs and symbols. These symbols are also apparent in their handicraft and jewelry.

The Reading Teacher's Book of Lists, Third Edition, © 1993 by Prentice Hall

	HORSE		COYOTE TRACKS
	Journey		RAIN CLOUDS
	MAN		Good Prospects
	Human Life		LIGHTNING AND LIGHTNING ARROW
	SUN RAYS		Swift
	Constancy		DAYS AND NIGHTS
	LASSO		Time
	Captivity		MORNING STARS
	THUNDERBIRD		Guidance
	Sacred Bearer of Happiness Unlimited		SUN SYMBOLS
	CROSSED ARROWS		Happiness
	Friendship		RUNNING WATER
	ARROW		Constant Life
	Protection		RAINDROP - RAIN
	ARROWHEAD		Plentiful Crops
	Alertness		TEPEE
	FOUR AGES		Temporary Home
	Infancy, Youth, Middle and Old Age		SKY BAND
	CACTUS		Leading to Happiness
	Sign of the Desert		MEDICINE MAN'S EYE
	GILA MONSTER		Wise, Watchful
	Sign of the Desert		MOUNTAIN RANGE
	CACTUS FLOWER		HOGAN
	Courtship		Permanent Home
	SADDLE BAGS		BIG MOUNTAIN
	Journey		Abundance
	BIRD		HOUSE OF WATER
	Carefree Lighthearted		FENCE
	LIGHTNING SNAKE		Guarding Good Luck
	SNAKE		ENCLOSURE FOR CEREMONIAL DANCES
	Defiance, Wisdom		EAGLE FEATHERS
	THUNDERBIRD TRACK		Chief
	Bright Prospects		WARDING OFF EVIL SPIRITS
	DEER TRACK		PATHS CROSSING
	Plenty Game		PEACE
	BEAR TRACK		(broken arrow)
	Good Omen		BUTTERFLY
	RATTLESNAKE JAW		Everlasting Life
	Strength		
	HEADDRESS		
	Ceremonial Dance		

136. Diacritical Marking System

The Diacritical Marking System (DMS) was an experimental teaching system that provided much phonic regularity to help beginning readers pronounce words. Diacritical marks are added to the text without altering the words' traditional spellings. If you want an interesting and challenging learning experience, have your students take any printed material and add these diacritical marks.

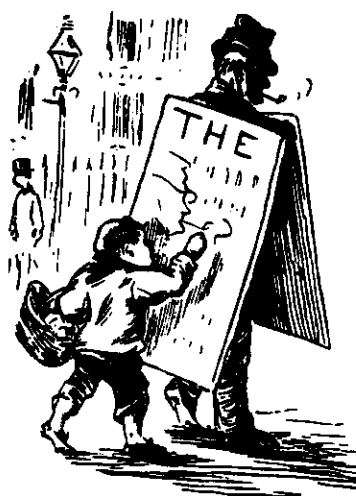
SHORT VOWELS & REGULAR CONSONANTS (no marks)	A	apple	F	<u>fish</u>	K	kitt <u>e</u> n	P	penny	U	umbrell <u>a</u>
	B	Bill	G	<u>girl</u>	L	Lind <u>a</u>	Q	qu <u>ee</u> n (qu)	V	val <u>e</u> ntin <u>e</u>
	C	c <u>o</u> ok <u>i</u> es	H	hat	M	midn <u>igh</u> t	R	Rick <u>e</u> y	W	wind <u>o</u> w
	D	Dadd <u>y</u>	I	Indian	N	nest	S	s <u>a</u> w	X	box (ks)
	E	egg	J	<u>jar</u>	O	ox	T	t <u>a</u> bl <u>e</u>	Y	b <u>a</u> by
									Z	z <u>e</u> br <u>a</u>
LONG VOWELS (bar over)	<u>A</u>	<u>ā</u> pron	<u>E</u>	<u>ē</u> ar	<u>I</u>	<u>i</u> c <u>e</u> cr <u>ea</u> m	<u>O</u>	<u>Ō</u> c <u>ea</u> n	<u>U</u>	<u>Ū</u> nited States
SCHWA (comma over)	<u>Á</u>	=	<u>É</u>	=	<u>’O</u>	can also be used when any vowel, not a u, makes a short u sound. Examples: some fr <u>o</u> nt				
	ágo		én <u>ough</u>		ó <u>ther</u>					
LETTER Y	ȳ in yes (consonant)			ÿ in mÿ (long vowel)			funny (Note y = E not marked)			
DIPHTHONGS (underline both)	<u>OI</u>	=	<u>OY</u>	<u>OU</u>	=	<u>OW</u>				
	bo <u>i</u> l		bo <u>y</u>	ou <u>t</u>		ow <u>l</u>				
BROAD O(A) (circumflex)	<u>Å</u>	=	<u>Ô</u>							
	ál <u>f</u>	á <u>y</u> ful	á <u>y</u> to	l <u>o</u> ng	ôr					
LONG AND SHORT OO (one and two dots)	One Dot U or Short OO			<u>Û</u>	=	<u>Ö</u>				
				p <u>u</u> t		g <u>o</u> ød				
	Two Dot U or Long OO			<u>Ū</u>	=	<u>Ü</u>	=	<u>È</u>		
				J <u>u</u> n <u>e</u>		ro <u>o</u> m	=	n <u>e</u> w		
R-CONTROLLED VOWELS (r acts as vowel)	AR	AR	IR	ER	UR					
	f <u>a</u> r	v <u>a</u> ry	f <u>i</u> r	h <u>e</u> r	f <u>u</u> r					
DIGRAPHS (underline)	<u>SH</u>	<u>sh</u> ø <u>e</u>	<u>CH</u>	<u>ch</u> æ <u>r</u>	<u>WH</u>	<u>wh</u> ic <u>h</u>	<u>TH</u>	<u>th</u> at (voiced)		
	<u>TH</u>	<u>th</u> ing (unvoiced)	<u>NG</u>	<u>si</u> ng	<u>PH</u>	=f	<u>ph</u> ø <u>n</u> e			
SECOND SOUNDS OF CONSONANTS (underline)	<u>C</u>	(c = s)	<u>cent</u>							
	<u>S</u>	c = z	<u>is</u>							
	<u>G</u>	(g = j)	<u>gem</u>							
SILENT (slash)	c <u>o</u> m <u>ph</u>		r <u>igh</u> t		h <u>e</u> r					
EXCEPTIONS (+ over)	w <u>o</u> m <u>e</u> n		a <u>cti</u> o <u>n</u>		o <u>n</u> e		stop <u>pe</u> d		o <u>f</u>	

Here is a sample of a text marked with the DMS:

“Lòøk at our fish,” sǎĩd Bill.

“Hē wǎnts sòmething.

But lòøk at this box!”



See also List 127, Dictionary Phonetic Symbols

Note: Blends such as Bk or FL are not marked because each letter retains its regular sound.

137. Roman Numerals

We might have taken our alphabet from the Romans but, thankfully, we did not take their number system. Roman numerals are used for formal or decorative purposes, such as on clocks and cornerstones. For fun and learning have every student write his or her date of birth in Roman Numerals. Write the principal's birthday.

ROMAN	ARABIC	ROMAN	ARABIC
I	1	XX	20
II	2	XXI	21
III	3	XXIX	29
IV	4	XXX	30
V	5	XL	40
VI	6	XLVIII	48
VII	7	IL	49
VIII	8	L	50
IX	9	LX	60
X	10	XC	90
XI	11	XCVIII	98
XII	12	IC	99
XIII	13	C	100
XIV	14	CI	101
XV	15	CC	200
XVI	16	D	500
XVII	17	DC	600
XVIII	18	CM	900
XIX	19	M	1,000
		MCMLXXXVI	1986

Note: Roman Numerals have the following basic symbols:

I = 1	L = 50	M = 1000
V = 5	C = 100	
X = 10	D = 500	

A smaller symbol *before* a larger symbol means *subtract* the smaller amount, thus,

IX = 9	CM = 900	IL = 49	XXIX = 29

A smaller symbol *after* a larger symbol means *add* the small amount, thus,

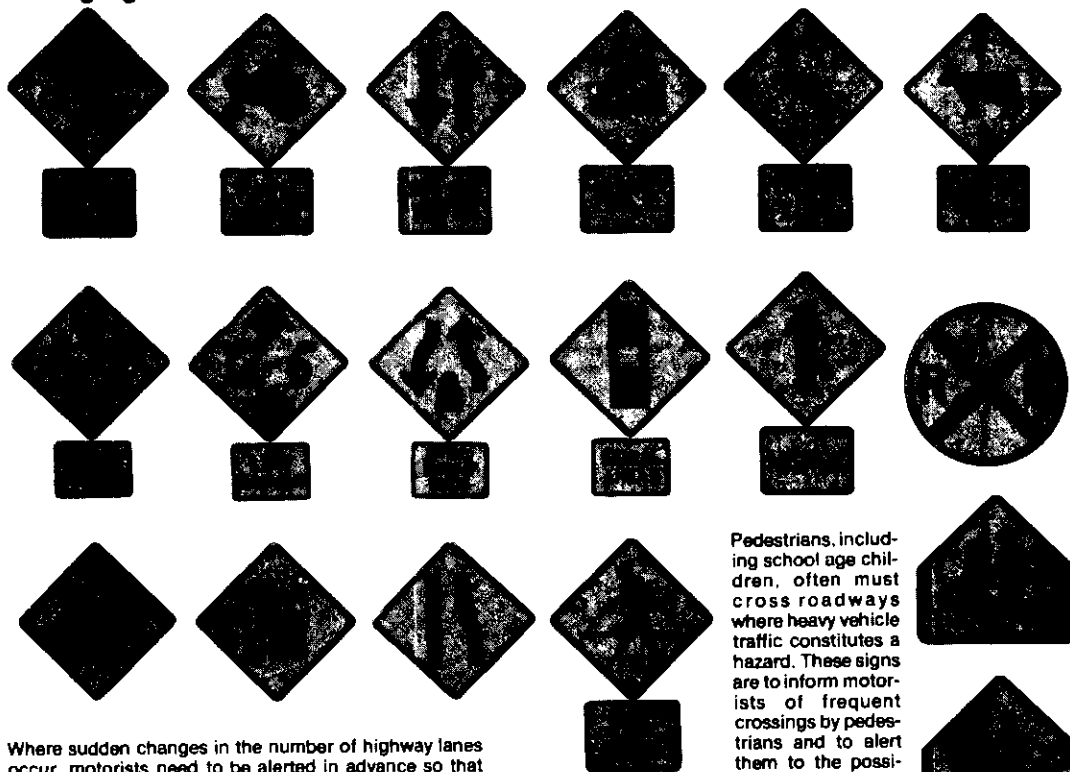
XI = 11	LI = 51	XXVIII = 28
MC = 1100	XXXI = 31	LV = 55

138. Traffic Signs

As international travel has become more common, the United States has adopted traffic signs that use pictures and symbols. These help overcome language barriers. Understanding traffic signs is important for safety for drivers and pedestrians.

Shapes have meaning. Diamond-shaped signs signify a warning; rectangular signs with the longer dimension vertical provide a traffic regulation; rectangular signs with the longer dimension horizontal contain guidance information. An octagon means stop; an inverted triangle means yield; a pennant means no passing; a pentagon shows the presence of a school, and a circle warns of a railroad crossing.

Warning Signs



Where sudden changes in the number of highway lanes occur, motorists need to be alerted in advance so that the proper maneuvers can be completed. The three signs shown here appear in a series to serve as a repeating reminder to merge into the adjacent lane.

Pedestrians, including school age children, often must cross roadways where heavy vehicle traffic constitutes a hazard. These signs are to inform motorists of frequent crossings by pedestrians and to alert them to the possibility that young children may dart out on the roadway.

Regulatory Signs

Black and white signs are for posting regulations. Red signifies stop, yield or prohibition. The red circle with a diagonal slash always indicates a prohibited movement.



**NO U
TURN**



**NO LEFT
TURN**



**NO RIGHT
TURN**



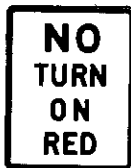
**NO
TRUCKS**



**KEEP
RIGHT**

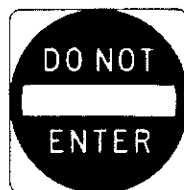


Left turns may be allowed for traffic coming from opposing directions in the center lane of a highway. There are two types of signs used to identify these locations. One a word message and the other a symbol sign showing opposing left turn arrows with the word "Only."



Turns are permitted in many States at traffic signals when the red traffic signal is on. There are two types of laws which permit this movement. One permits the turn only with posting of the sign "Right Turn on Red After Stop." The other law allows turns at any intersection unless specifically prohibited by displaying the sign "No Turn on Red."

The pennant-shaped warning sign supplements the rectangular regulatory, "Do Not Pass" sign. The pennant is located on the left side of the road at the beginning of the no-passing pavement marking.

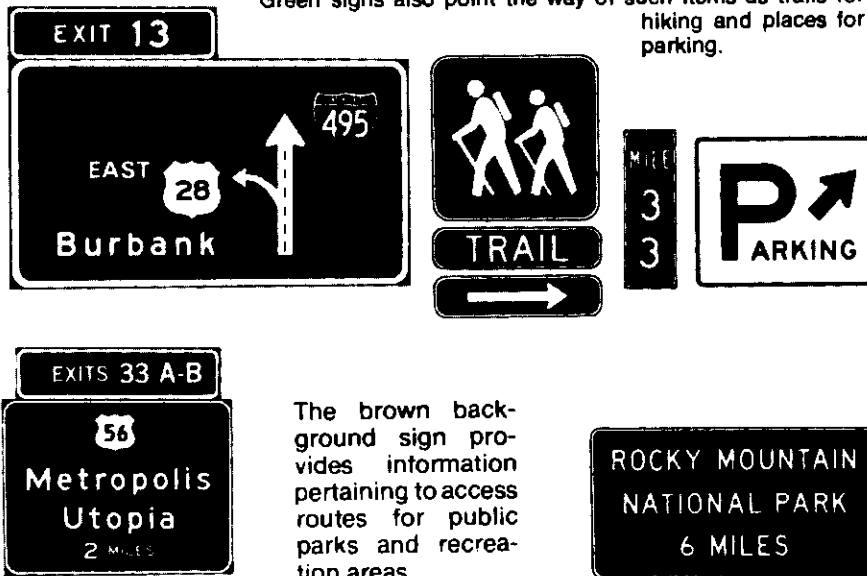


A "Restricted Lane Ahead" sign provides advance notice of a preferential lane which has been established in many cases to conserve energy by the use of high occupancy vehicles such as buses and car-pools. The diamond symbol displayed on the sign is also marked on the pavement to further identify the controlled lane.



Guide Signs

Green background signs provide directional information. Diagrams on some signs are being introduced to help motorists find the correct path through complicated interchange ramp networks. Roadside mileage markers will assist in trip planning and provide locational information. In addition mileage numbers (mile post numbers) are used to identify interchanges and exits. The number for an exit is determined from the nearest roadside mileage marker preceding the crossroad. Green signs also point the way of such items as trails for hiking and places for parking.



The brown background sign provides information pertaining to access routes for public parks and recreation areas.

Signs for Bicycles

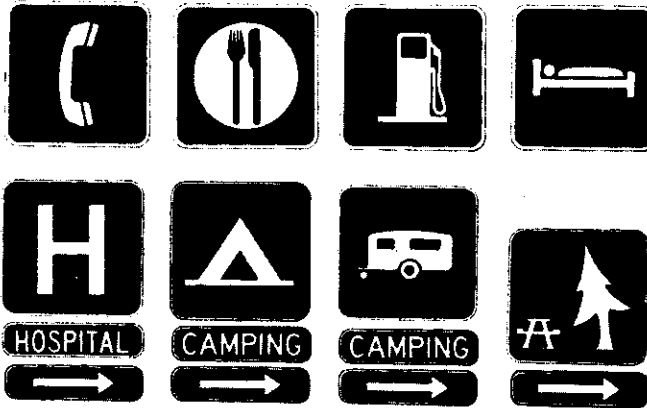
Bicycles are used by many persons on portions of heavily traveled roadways. This mixing of bicycles and motor vehicles is extremely dangerous and wherever possible, separate facilities are being provided for the bicycles. The green guide sign points out the bike route. The other two signs shown here appear where bicycles are restricted from use of the roadways and where separate roadway crossings for bicycles are provided.



See also List 7, Daily Living Words; and List 8, Highway Travel Words.

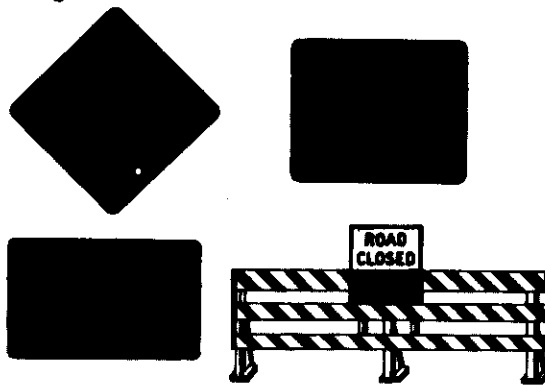
Services Signs

The blue color of these signs indicates that they provide direction to motorist service facilities. Word message signs generally are used to direct motorist to areas where service stations, restaurants, and motels are available. Logo signs are optional.



Signs in Construction Areas

The color orange has a special use. It appears on signs and barricades in construction and maintenance areas as a constant warning to motorists of possible dangers.



SECTION XII

Reference



—

139. People to Know

Broaden your students' reading and curricular horizons by adding gender and multicultural perspectives. The people on this list are interesting subjects for biography reading and student research papers. Their accomplishments make important additions to school curricula, elementary through high school.

Adams, Harriet Stratemeyer—1892–1982; a lifelong New Jersey resident, Harriet Adams is more readily known as Carolyn Keene, the author of the Nancy Drew mystery series. Adams also wrote the Hardy Boys, Tom Swift and other widely enjoyed juvenile fiction. Her stories of adventure and mystery have entertained generations of young readers.

Addams, Jane—1860–1935; Addams's founding of Hull House in Chicago marked the beginning of the settlement house approach to improving living and health conditions for the urban poor. It is also associated with the beginnings of the field of social work. Addams also started the American Women's Peace Party and helped organize the Women's International League for Peace and Freedom. For her efforts she was awarded the Nobel Prize for Peace in 1931.

Alcott, Louisa May—1832–1888; author of the classic family saga *Little Women*; was born in Boston, MA. She kept an "imagination book" as a child and enjoyed writing little stories and plays. She began selling her stories to help her family finances, and after *Little Women* became a success went on to write seven sequels.

Anderson, Marian—1902– ; began her career by singing in church choirs in Philadelphia. She earned awards and scholarships to study singing, and after a successful European concert tour became the first black solo performer at New York's Metropolitan Opera House.

Attucks, Crispus—1723–1770; a former slave and sailor, Attucks led a group of colonists in an argument with British soldiers in Boston; the argument resulted in the "Boston Massacre," and Attucks was killed, making him one of the first American colonists to die during the Revolutionary War.

Banneker, Benjamin—1731–1806; a black land surveyor and mathematician, Banneker was one of the designers of the street patterns of our national capital, Washington, DC.

Barton, Clara—1821–1912; a nurse, teacher, and founder of a school, she was called the "angel of the battlefield." Barton organized food and medical-supply distribution during the Civil War; after the war, she worked to find missing soldiers, leading to her association with the International Red Cross and her founding of the American Red Cross.

Blackwell, Elizabeth—1821–1910; became the first American woman doctor, graduating from Geneva Medical College in New York in 1847. She also established a hospital and women's medical school. She is also thought of as the first woman doctor in England, where she also practiced medicine for many years.

Bourke-White, Margaret—1906–1971; an American photojournalist; became known for her photographs of the American industry and people. She also worked as a war correspondent/photographer for *Life* magazine and the U.S. Air Force during World War II and the Korean conflict.

Brooks, Gwendolyn—1918– ; in 1950 became the first black to win a Pulitzer Prize when honored for her second book of poetry, *Annie Allen*. Brooks is known for an artful use of “black English” in her work and has written more than fifteen books of poetry.

Carson, Rachel—1907–1964; a marine biologist whose work on the effects of DDT on the ecological cycle and food chain resulted in the banning of the pesticide. Her books on nature and the sea have increased Americans’ knowledge of and respect for nature.

Carver, George Washington—1864–1943; a black botanist at Tuskegee Institute; best known for his exhaustive scientific work with peanuts—he invented 300 uses for the peanut plant and peanuts, including peanut butter—Carver studied the cotton and sweet potato plants and discovered ways to add nutrients to poor soil to improve crop production.

Cassatt, Mary—1844–1926; one of the “Americans in Paris” in the 1870s, her work was shown in the Impressionist Exhibition of 1879. Her paintings of mothers and children are best known.

Ch’iu Chin—1875–1907; began her life in a traditional Chinese middle-class family. In 1900 she moved to Peking with her family and was horrified by the corruption of the ruling Manchu dynasty. She became an activist, founded a feminist newspaper, and urged the liberation of women and the overthrow of the Manchu dynasty. She organized an unsuccessful rebellion, was arrested and executed. Four years later, after the Manchu dynasty was overthrown she was honored as a heroine.

Chisholm, Shirley—1924– ; in 1968 became the first black woman to be elected to the United States Congress. Born in Brooklyn, NY, she attended Brooklyn College and Columbia University. She was a teacher before she entered politics. She is known for her dedication to racial and sexual equality.

Comaneci, Nadia—1961– ; at the age of 14 became the first athlete ever to earn perfect scores, 10s, in the Olympic Games. She earned 7 of them and received 3 gold medals, a silver medal, and a bronze medal for gymnastics in the 1976 Olympics.

Cotton, Donald—1939– ; a black nuclear chemist who works for the United States to assist underdeveloped nations’ energy production efforts. He invented a technique for measuring the rate that solid fuel is burned for propulsion using microwave absorption.

Curie, Marie—1867–1934; a Polish mathematician and physicist who moved to France as a young woman in order to study. In 1902 she, working with her husband Pierre, discovered the element radium. They received the Nobel Prize in Physics in 1903. She received a second Nobel Prize in 1922 for her continued work with radium.

Doxiadis, Constantinos—1913– ; this award-winning Greek architect is world famous for his designs for the building and rebuilding of cities. His designs for new urban centers arrange living space, park areas, public and commercial buildings, and traffic routes for better living and less congestion. Some of his designs are seen in Philadelphia, Cleveland, Miami, and Louisville.

Earhart, Amelia—1897–1937; became the first woman pilot to make a solo flight across the Atlantic Ocean in 1932. In 1937, close to the end of her attempt to fly around the world, she and her plane were lost near Howland Island in the Pacific Ocean.

Eddy, Mary Baker—1821–1910; temporarily cured of persistent back pain by a faith healer, she became convinced that the mind governed health and recovery. She began to preach about the role of faith and prayer in healing and founded the Church of Christ, Scientist, and the *Christian Science Monitor* newspaper.

Estavanico—North African explorer who sailed to the New World with the Spaniards and traveled the lands around the Gulf of Mexico from 1528 to 1536 in search of Cibola, the legendary Seven Cities of Gold.

Fauset, Jessie Redmon—1882–1961; this black New Jersey woman was a prominent figure in the Harlem Renaissance, helping other black writers and poets, including Langston Hughes, gain recognition. She was a writer and a reporter, an editor and poet. She also taught Latin and French and translated the work of French-speaking Caribbean and African black writers.

Frank, Anne—1930–1945; in 1933 her family fled to Holland from Germany and were in hiding for a year before they were sent to concentration camps. During their hiding, she kept a diary of her thoughts and everyday family events. She died of typhus in the camp at Belsen. The diary was later published and has been read by more than 60 million people.

Friedan, Betty—1921– ; sometimes called the “mother of the women’s movement,” she wrote a book called *The Feminine Mystique* in 1963, which argued that women should have the same opportunities for education and careers as men do. She formed the National Organization for Women (NOW) to help educate America to women’s issues and equal protection of the law.

Gandhi, Indira—1917–1984; was the daughter of India’s first prime minister. Because her mother had died earlier, Indira assumed the duties of “first lady” of the land and became involved in politics. In 1966 she became prime minister of India. Her career was marked by civil tensions, poverty, disease, and an insufficient food supply in her country. She was assassinated by members of a religious sect that was trying to break away from the central government and establish a separate state.

Gannett, Deborah—disguised herself as a man and joined the Colonial Army. She fought in the Revolutionary War for 18 months and was wounded.

Goodall, Jane—1934– ; born in England and interested in nature as a child, she went to Kenya and worked with Dr. Louis Leakey, a well-known anthropologist. She is

known for her in-depth study of chimpanzees and her type of research, long-term observation of animals in the wild, known as ethology.

Graham, Martha—1894–1991; often called the mother of modern dance, began her dance career as a student, then teacher. She came to New York in the 1920s and opened the School of Contemporary Dance, where she was principal dancer for several decades and an active choreographer and teacher.

Grandma Moses—1860–1961; one of America's most famous painters, she did not begin to paint until she was more than 70 years old. In the next 30 years, she produced more than 2,000 paintings, in the American Primitive style.

Grasso, Ella Tambussi—1919–1981; born in Connecticut to Italian immigrant parents, Grasso began her political career in 1952, when at age 33 she was elected to the Connecticut General Assembly. From there she served as Connecticut's Secretary of State, then represented the state in the U.S. Congress. In 1974, she became the first woman in America to be elected governor.

Greenaway, Kate—1846–1901; her watercolor illustrations of children's books were so popular that children's clothing was modeled after her character's clothes. She is best known for the illustrations in *Kate Greenaway's Almanack*, and *Birthday Book for Children*.

Handy, William C.—1873–1958; a black musician and composer; Handy, a self-taught cornetist, is often called the "Father of the Blues" and composed such famous pieces as "St. Louis Blues" and the "Memphis Blues." He is also the author of books on the Blues style.

Hao, Li Choh—1913– ; a native of Canton, China, he spent most of his lifetime researching the human pituitary gland, the gland that produces the hormones that control growth, maturation, and reproduction. His discoveries have led to treatments for a number of serious diseases.

Henson, Matthew—1866–1955; a black explorer of the North Pole, Henson worked with Robert Peary on several expeditions and during their 1908–09 explorations planted a U.S. flag at the top of the world.

Hodgkin, Dorothy—1910– ; an Englishwoman who, in 1964, won the Nobel Prize in Chemistry for her research on vitamin B12. She developed the procedure known as X-ray crystallography, by which a scientist can tell the chemical structure of a substance by using X-rays to determine the molecular structure.

Hunter, Alberta—a black woman who began her career as a jazz and blues singer and songwriter; then, when middle-aged, became a nurse and worked in a hospital for nearly three decades before retiring and returning to her singing career.

Hurston, Zora Neale—1901–1960; a black woman anthropologist who was concerned that people be treated as people, not as racial stereotypes. As a result, she began writing about black life in America. She was not very successful financially and died in a state-supported home. More than 15 years after her death, her writings were collected and published, earning her well-deserved respect.

Jones, Frederick M.—1892–1961; this black inventor received more than 60 patents during his lifetime, including some that have directly influenced our day-to-day living. Jones invented the refrigeration system used by long-distance trucks, ships, and trains that enables foods to be transported without spoilage. Other Jones inventions include the automatic ticket machine used by movie theaters to dispense tickets and change and equipment to adapt silent-movie projectors to “talkies.”

Lambo, Thomas Adeoye—1925– ; Lambo, a Nigerian psychiatrist, spent his career adapting the knowledge of Western psychiatric theory to the mental-health issues and needs of African tribal life. He worked to bring harmony to the individual who was struggling to balance tribal religious tradition and Westernized economic/political demands.

Lange, Dorothea—1895–1965; beginning her career as a portrait photographer for the well-to-do, Lange’s work took a very different direction during the Depression when she began to document the plight of the poor and migrant workers in California. Her documentary photographs helped convince the government to increase assistance to rural communities. She was considered to be one of the United States’s finest photographers.

McCoy, Caldwell—1933– ; a black electrical engineer who designed systems for detecting and tracking submarines. He also managed one of the largest U.S. computer networks to research the use of magnetic fusion as a means of producing usable energy.

Meir, Golda—1898–1978; A Russian Jew who grew up in America with a dream that Palestine would one day become a real Jewish homeland. She moved to Palestine in 1921, worked hard for organizations raising money and building schools, factories, and roads for Palestine. After World War II, the United Nations declared part of Palestine to be the free state of Israel. She helped Israel by serving as its ambassador, minister of labor, foreign minister, and prime minister.

Mitchell, Maria—1818–1889; a native of Nantucket, MA, was America’s first woman astronomer. She was honored in 1848 for her discovery of a comet, the first one discovered with the aid of a telescope. She was also the first to take photographs of the sun’s surface. She did research and taught astronomy at Vassar College.

Mother Teresa—1910– ; born in Yugoslavia, this Roman Catholic nun has spent her life teaching and caring for the poor and sick in Calcutta. She founded an order of missionaries that now has thousands of sisters and brothers helping the sick and poor all over the world. She was awarded the Nobel Peace Prize in 1980.

Mott, Lucretia—1793–1880; a Boston schoolteacher whose feminist activities began soon after she learned that she was paid only half of what a male teacher earned. She dedicated her life to women’s rights and the abolition of slavery. Refused her seat at the Anti-Slavery Society World Conference in London, she returned to the United States and launched the Women’s Rights Convention, working toward a recognition of the equality of men and women.

Neruda, Pablo—1904–1973; A Chilean poet who is known for writing about common things and events in a provoking and powerful way. In his poems he expresses a range of emotion from the simple pleasure of receiving a gift to the horror of death and destruction. His work received many awards.

Nightingale, Florence—1820–1910; an Englishwoman who dedicated her life to improving health care. She opened a training school for nurses that became the model for nursing education in Europe and America.

O'Connor, Sandra Day—1930– ; has had a distinguished career in government and law, serving as a lawyer, an assistant state attorney general, an Arizona state senator, and judge. In 1981, she was appointed by President Ronald Reagan to a seat on the Supreme Court of the United States.

O'Keeffe, Georgia—1887–1986; chose art as her life's work when she was a child and determined to study painting. Much of her work is abstract and was inspired by the New Mexican desert. Her larger-than-life flowers are widely known.

Parks, Rosa—1913– ; a black Alabaman who unwittingly changed American civil rights history in 1955 when she refused to give up her seat on a bus to a white man. Her action was followed by a boycott of the buses by blacks. Dr. Martin Luther King, Jr. joined in the peaceful protest, and a year later the U.S. Supreme Court declared segregated buses unconstitutional.

Paul, Alice—1885–1977; a tireless organizer and supporter of women's rights, Paul was a founder of the National Women's Party and was instrumental in getting final passage of the Women's Suffrage Amendment and in adding equal gender rights to the Civil Rights Act of 1964. She was an advocate of nonviolent civil disobedience as a means to achieve national political change.

Pavlova, Anna—1882–1931; possibly the most famous Russian ballerina of all time. She began dancing at age 10, was a leading dancer at 13, and a prima ballerina by age 23. She toured the world for more than 25 years.

Ride, Sally—1951– ; became the first American woman astronaut in 1983 as part of the crew on a six-day *Challenger* space mission. In 1984 she spent eight days in space on her second mission. She retired from her career as an astronaut in 1986 after the explosion of another *Challenger* spacecraft.

Rudolph, Wilma—1940– ; as a young child she became ill with scarlet fever, a disease that left her weak and unable to walk. After therapy, she was able to walk on her own, but to strengthen her legs she began to play basketball and to run. By the time she was 15, she had qualified for the U.S. Olympic Track Team. She won a bronze medal in 1956. In 1960 she became the first American woman to win 3 Olympic gold medals in a single year. This black athlete continued to set world records until she retired in 1964.

Shelley, Mary Godwin—1797–1851; wrote the first science-fiction novel, *Frankenstein*, after a group of her friends decided to try to concoct tales of the supernatural.

Stokes, Rufus—1924— ; a black Alabaman and an early advocate of clean air, he invented and patented an air-purification system to reduce the gases and ash emitted from factories and power plants. His ideas for air filtration also helped design auto-exhaust emissions controls.

Tereshkova, Valentina—1937— ; after learning that fellow Russian Yuri Gagarin had become the first man in space in 1961, she applied for cosmonaut training. In 1963 she became the first woman to orbit the earth, circling nearly 50 times in a 3-day space mission.

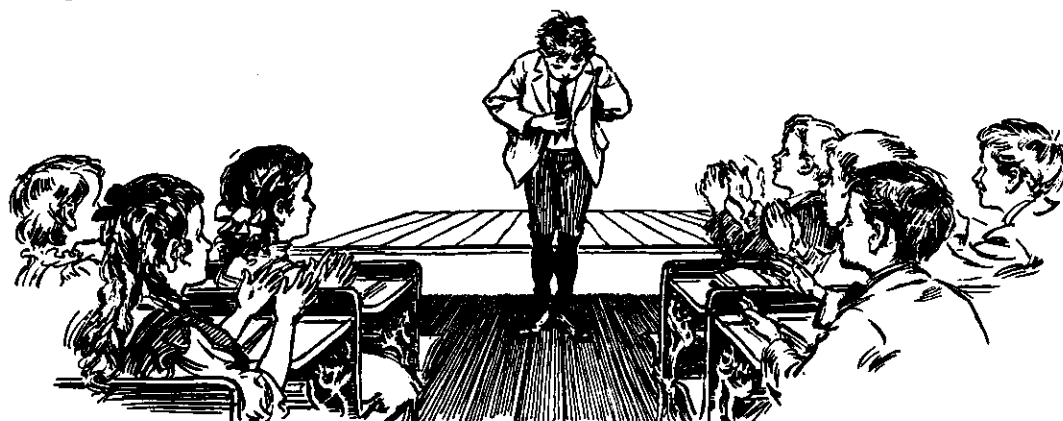
Thatcher, Margaret—1925— ; had three distinct careers: first she was a chemist, then a tax lawyer, then a politician. After serving as an elected Member of Parliament from 1959 to 1970, she became secretary of education, then leader of the Conservative Party. In 1979 she became Britain's first woman prime minister.

Ts'ai Lun—a Chinese man who pounded mulberry tree bark into thin sheets, making the first paper from plant fibers in the year 105.

Wheatley, Phillis—1753–1784; was brought to Boston, MA, as a slave. By the time she was 14 she had begun writing poetry about events of the time. A book of her poems was published in England in the 1770s—the first book published by a North American black. She was freed during the Revolutionary War.

Wilkins, J. Ernest—1923— ; as a young black child, Ernest amazed everyone with his extraordinary academic achievements, which included earning a college degree by the age of 17 and a doctorate from the University of Chicago by the age of 19. His mathematical expertise was used in his development of models for the absorption rates for gamma rays, a necessary calculation for space and nuclear research.

Yen, Y.C. James—1893–1990; Yen dedicated his life to raising the literacy and economic level of Chinese peasants. He was born in the Szechwan Province, but attended college in the United States. He invented a basic Chinese vocabulary using a limited number of characters in order to speed the teaching of reading and writing and worked with the Mass Education Movement, a project that helped millions of his compatriots learn to read. He also worked to improve health, food production, and rural economic and civil programs. His programs were used as models for helping the poor in many parts of Asia, Africa, and South America.



140. Nondiscriminatory Language Guidelines

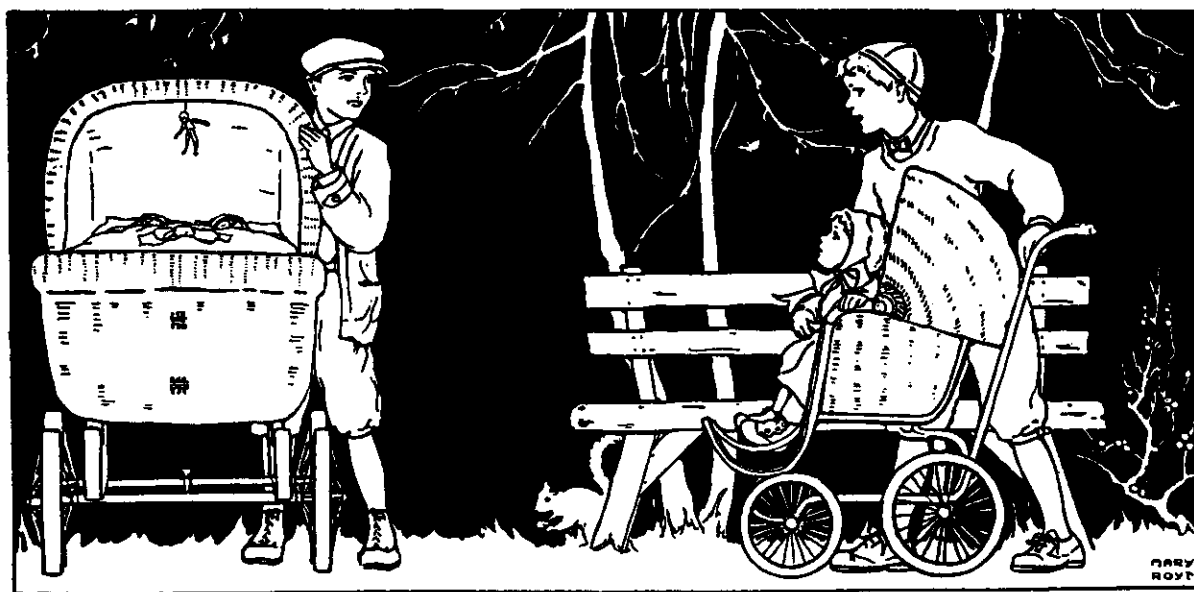
"Sticks and stones can break my bones, but words can never hurt me." Remember this childhood refrain? We knew, even at the age of six or seven, that it wasn't true and that name calling and taunts hurt. Now we know that even subtle, unintended biased or discriminatory words hurt students' self-esteem as well as their relationships with others. Make a conscious effort to use and teach nondiscriminatory language in class.

GENDER RELATED

INSTEAD OF	USE	COMMENT
The student chooses his assignments in this class.	The student chooses the assignments in this class.	Avoid gender-specific pronouns (his, her).
	Students choose their assignments in this class.	Use plural form.
	The assignments in this class are chosen by the students.	Rewrite to avoid gender reference.
Man's scientific discovery is limited only by his diligence.	Scientific discovery is limited only by our diligence.	Rewrite, using first person plural.
Man has . . . Mankind has . . .	People have . . . (humanity, human beings, humankind, the average person)	Use inclusive group words.
Manpower	Personnel, staff, workers, employees	Use inclusive group words.
Each participant should bring his own gear.	Participants should bring their own gear.	Use plural form.
The nurse will explain it to her patients.	Nurses will explain it to their patients.	Use plural; avoid the stereotype.
The male nurse said . . .	The nurse said . . .	Use inclusive term; no added gender words.
The child suffers from lack of mothering.	The child suffers from lack of nurturing (lack of parenting).	Use inclusive nonstereotype.
The chairman said . . .	The chairperson said . . . (chair, moderator, leader)	Avoid gender-specific term.
Dear Sir:	Dear Director: (Colleague, Editor, Service Manager)	Use title; avoid gender-specific term.

DISABILITY RELATED

INSTEAD OF	USE	COMMENT
The handicapped	Persons with disabilities	Emphasis on people, not disability.
The AIDS victim	Person with the HIV virus	Emphasis on person; avoid sensationalism.
The deaf use . . .	Deaf people use . . .	People are not the disability.
The deformed child	The child who has a cleft lip, etc.	Avoid emotion-laden terms.
The crippled child		
The wheelchair-bound boy . . .	The boy who uses a wheelchair . . .	Avoid emotion-laden terms.
The insane	People with mental illness	Emphasis on people.
The special student	The student with a disability	Avoid vague or euphemistic terms.



141. *One Hundred Ways to Praise*

Be free with praise for even minor successes; it will encourage larger successes. Be careful, however, never to be phony and praise when it isn't deserved; you will lose your credibility and the value of future praise.

Fantastic!
That's really nice.
That's clever.
You're right on target.
Thank you!
Wow!
That's great!
Very creative.
Very interesting.
I like the way you're working.
Good thinking.
That's an interesting way of looking at it.
It's a pleasure to teach you when you work like this.
Now you've figured it out.
Keep up the good work.
You've made my day.
Purrfect!
You're on the ball today.
This is something special.
Everyone's working so hard.
That's quite an improvement.
Much better.
Keep it up.
That's the right answer.
Exactly right!
You're on the right track now.
This is quite an accomplishment.
I like how you've tackled this assignment.
A powerful argument!
That's coming along nicely.
I like the way you've settled down to work.
You've shown a lot of patience with this.
I noticed that you got right down to work.
You've really been paying attention.
It looks like you've put a lot of work into this.
You've put in a full day today.
This is prize-winning work.
An A-1 paper!
I like your style.
Pulitzer-prize-winner in training.
Your style has spark.
Your work has such personality.
That's very perceptive.

This is a moving scene.
Your remark shows a lot of sensitivity.
This really has flair.
Clear, concise, and complete!
A well-developed theme!
You are really in touch with the feeling here.
This piece has pizzazz!
A splendid job!
You're right on the mark.
Good reasoning.
Very fine work.
You really scored here.
Outstanding!
This is a winner!
Go to the head of the class.
Superb!
Super!
Superior work.
Great going!
Where have you been hiding all this talent?
I knew you could do it!
You're really moving.
Good job.
What neat work!
You really outdid yourself today.
That's a good point.
That's a very good observation.
That's certainly one way of looking at it.
This kind of work pleases me very much.
Congratulations! You got _____ more correct today.
That's right. Good for you.
Terrific!
I bet your parents will be proud to see the job you did on this.
That's an interesting point of view.
You're really going to town.
You've got it now.
Nice going.
You make it look so easy.
This shows you've been thinking.
You're becoming an expert at this.
Topnotch work!
This gets a four-star rating.

Beautiful.
 I'm very proud of the way you worked today.
 Excellent work.
 I appreciate your help.
 Very good. Why don't you show the class?
 The results were worth all your hard work.
 You've come a long way with this one.
 I appreciate your cooperation.

Thank you for getting right to work.
 Marvelous.
 I commend you for your quick thinking.
 I like the way you've handled this.
 That looks like it's going to be a good report.
 I like the way you are working today.
 My goodness, how impressive!

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See also List 121, Book Report Alternatives.

142. Readability Graph

The Readability Graph is included on the next page so you will have it on hand when you need it. Use it to help judge the difficulty level of the materials your students use so that you can better match reading selections to students' reading abilities.

1. Randomly select three sample passages and count out exactly 100 words beginning with the beginning of a sentence. Count proper nouns, initializations, and numerals.
2. Count the number of sentences in the hundred words estimating length of the fraction of the last sentence to the nearest 1/10th.
3. Count the total number of syllables in the 100-word passage. If you don't have a hand counter available, an easy way is to put a mark above every syllable over one in each word, and then when you get to the end of the passage, count the number of marks and add 100. Small calculators also can be used as counters by pushing numeral "1," then push the "+" sign for each word or syllable when counting.
4. Enter graph with *average* sentence length and *average* number of syllables; plot a dot where the two lines intersect. The area where a dot is plotted will give you the approximate grade level.
5. If a great deal of variability is found in syllable count or sentence count, putting more samples into the average is desirable.
6. A word is defined as a group of symbols with a space on either side; thus, "Joe," "IRA," "1945," and "&" are each one word.
7. A *syllable* is defined as a phonetic syllable. Generally, there are as many syllables as vowel sounds. For example, *stopped* is one syllable and *wanted* is two syllables. When counting syllables for numerals and initializations, count one syllable for each symbol. For example, *1945* is four syllables, and *IRA* is three syllables, and *&* is one syllable.

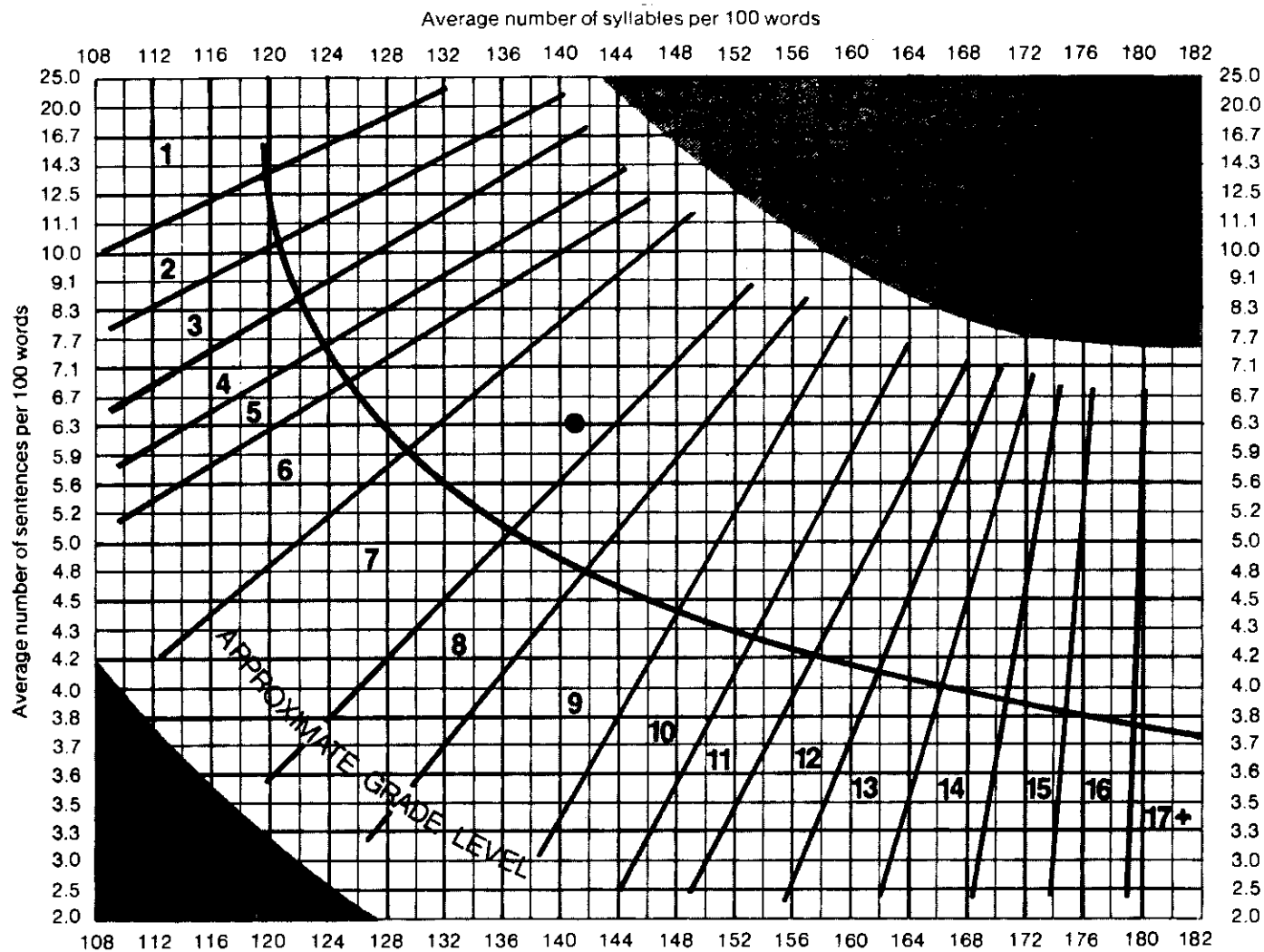
Example

	SYLLABLES	SENTENCES
1st hundred words	124	6.6
2nd hundred words	141	5.5
3rd hundred words	158	6.8
AVERAGE	141	6.3
READABILITY 7th GRADE (see dot plotted on graph)		

See also List 93, Writeability Checklist.

GRAPH FOR ESTIMATING READABILITY – EXTENDED

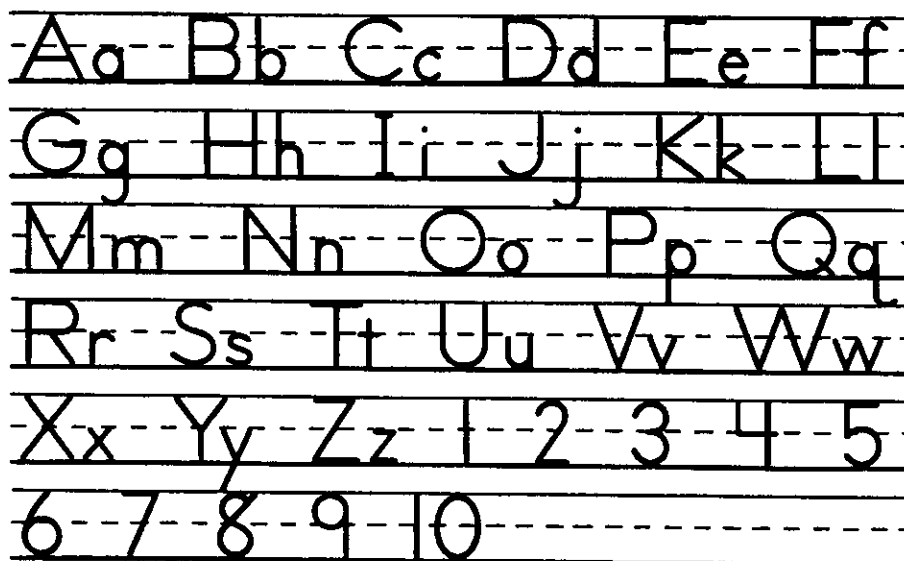
by Edward Fry, Rutgers University Reading Center, New Brunswick, N.J. 08904



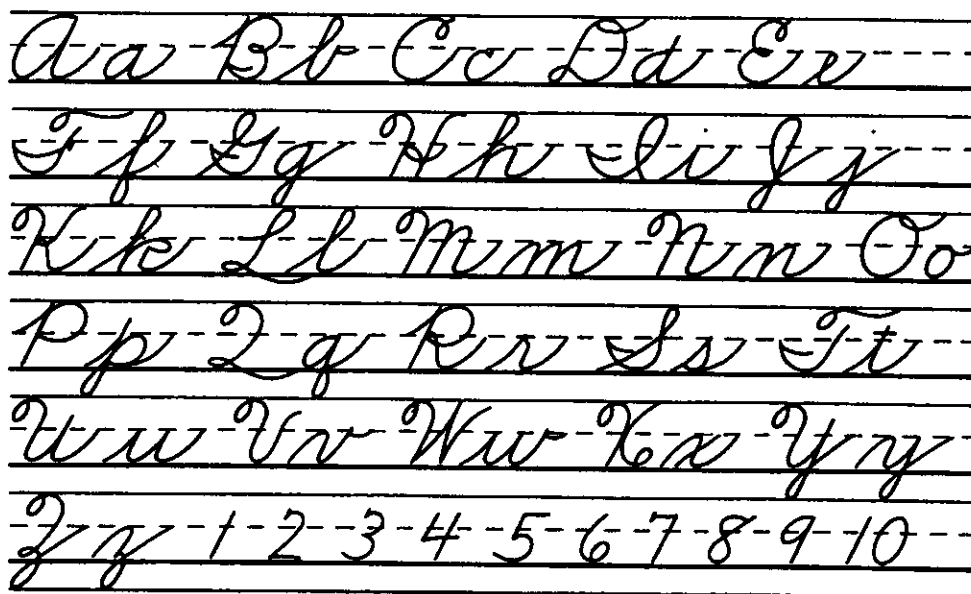
143. Handwriting Charts

Have you ever needed a handwriting chart for a special student and couldn't quickly locate one? The Zaner-Bloser and D'Nealian manuscript and cursive alphabet charts are here to help you out in just such a situation.

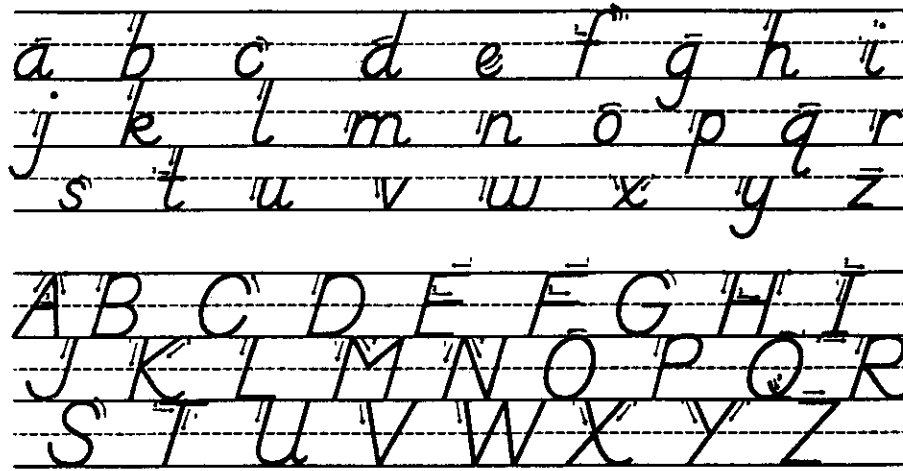
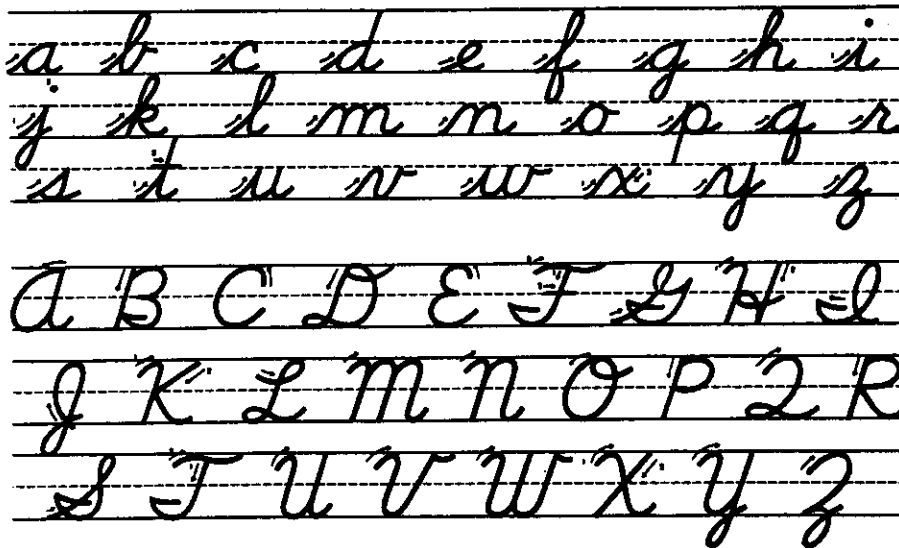
Zaner-Bloser MANUSCRIPT ALPHABET



Zaner-Bloser CURSIVE ALPHABET



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D'Nealian® Manuscript Alphabet**D'Nealian® Cursive Alphabet****D'Nealian® Numbers**

144. Literary Terms

Every area of knowledge has its own specialized vocabulary—literature included. Knowing these terms and their meanings will help students recognize the use of these elements in literature. These terms are basic to discussions about an author's skilled use of language. Many of them can also be used to help beginning writers improve or add interest to their writing.

Accented. A part of a word, phrase, or sentence spoken with greater force or a stronger tone.

Act. Part or section of a play, similar to a book chapter. Acts are usually made up of groups of scenes.

Allegory. Links the objects, characters, and events of a story with meanings beyond the literal meaning of the story.

Alliteration. Occurs when two or more words have the same beginning sound.
Example: *Mike mixed some malt in his milk.*

Anadiplosis. The use of the ending word of a phrase or clause as the beginning or base word for the next one. Example: *Pleasure might cause her to read, reading might cause her to know, knowledge might win piety, and piety might grace obtain.*

Analysis. Occurs when we look at and try to understand the parts of something so that we can better understand the whole thing.

Antithesis. Contrasting words or ideas by asserting something and denying its contrary or by parallel or balanced phrases. Example: *This soup should be eaten cold, not hot.*

Assonance. Occurs when an internal vowel sound is repeated in two or more words.
Example: *He feeds the deer.*

Author's purpose. Authors write for four main purposes: to entertain, to inform, to express their opinions, and to persuade.

Ballad. A long poem that tells a story. Ballads usually have strong rhythm and rhyme.

Biography. Gives a factual account of someone's life. If the writer tells of his or her own life, it is called an autobiography.

Cast of characters. List of names of all the characters in a play.

Cause and effect. Sometimes an event or circumstance makes another event or circumstance happen. The first one is called the cause or reason for the second one. The second one is called the effect or result.

Characters. People or animals in a story or other writing.

Chiasmus. Change of word order to get the reader's attention and to highlight something. Example: *Down he fell.*

Chronological order. The telling of a group of events in the time order in which they happened.

Comparison. Points out the ways in which two or more things are alike or similar.

Conclusions. A decision made after considering several pieces of information. The information may include facts from the reading and ideas that the reader already had.

Conflict. The problem the characters face in the plot. The conflict can be a problem between two characters or between a character and something in nature or society. Sometimes the conflict makes a character choose between two important ideas.

Contrast. Points out the ways in which two or more things are different.

Description. A group of details the writer gives that helps the reader imagine a person, place, or object or event. The details help create a picture in the reader's mind.

Dialogue. A conversation between characters in a story or play.

Drama. A story written to be acted out in front of an audience. Another word for drama is play.

Epic. A long narrative poem about the deeds of a hero.

Fact. A statement that can be proven.

Fantasy. A story that has imagined characters, settings, or other elements that could never really exist.

Fiction. A form of literature that tells stories about characters, settings, and events that the writer invents. Fiction may be based on some real places, people, or events, but it is not a true, factual story about them.

Folk tale. A story about people or animals that has been handed down from one generation to the next. Folk tales often explain something that exists in nature or they tell about a hero.

Form. The structure or arrangement of elements in literature. Example: *The form of traditional poetry is lines of poetry in groups called stanzas.*

Free verse. Poetry that does not rhyme or use strict patterns of rhythm.

Generalization. A statement about a whole group that is made based on information about part of the group.

Historical fiction. Uses details about real places, events, and times from history as the setting for an imagined story.

Hyperbole. An exaggeration. Example: *He must have been nine feet tall.*

Idiom. An expression that cannot be understood from the literal meaning of its words. Example: *Tom is barking up the wrong tree.*

Imagery. The author's use of description and words to create vivid pictures or images in the reader's mind. Example: *A blanket of soft snow covered the sleeping tractors.*

Inference. A guess or conclusion based on known facts and hints or evidence. Sometimes readers use information from experience to help make inferences about what they are reading.

Irony. The use of tone, exaggeration, or understatement to suggest the opposite of the literal meaning of the words used. Example: *I didn't mind waiting two hours; it was restful.*

Kenning. A short metaphor for a thing that is not actually named. Example: *Sky candle is a kenning for the word sun.*

Litote. An understatement or assertion made by denying or negating its opposite. Example: *He wasn't unhappy about winning the bet.*

Main idea. The one idea that all the sentences in a paragraph tell about. Sometimes the main idea is stated in a topic sentence; sometimes it is not stated but is implied.

Metaphor. The comparison of two things without using the words “like” or “as.”
Example: *Habits are first cobwebs, then cables.*

Sense metaphor. Relates one of the five senses to an object or situation. Example: *a cool reception.*

Frozen metaphor. A metaphor so frequently used that it has become an idiom or an expression with understood but not literal meaning. Example: *head of the class.*

Humanistic metaphor. Gives inanimate objects human qualities or humans inanimate qualities. Example: *a user-friendly computer; her porcelain skin.*

Inanimate metaphor. Pairs the quality of an inanimate object with another inanimate object. Example: *The walls were paper.*

Abstract metaphor. Links an abstract concept with an object. Example: *Death is the pits.*

Animal metaphor. Associates the characteristics of an animal with a human or object. Example: *What a teddy bear he is!*

Incarnation metaphor. Links the attributes of a deceased person to another person or entity. Example: *He is a modern George Washington.*

Metonymy. The use of a related word in place of what is really being talked about.
Example: “*pen*” instead of “*writing*.”

Moral. The lesson that a story or fable teaches. Sometimes the moral of a fable is stated at the end of the story.

Motive. A reason a character does something.

Narrative poetry. Poetry that tells a story.

Narrator. The teller of the story.

Nonfiction. Writing that tells about real people, places and events.

Novel. A long work of fiction.

Ode. A poem written in praise of someone or something.

Onomatopoeia. Words in which the sounds suggest the meaning of the words.
Example: *Ouch.*

Opinion. A statement of someone’s idea or feelings. An opinion cannot be proven.
An opinion can be based on facts.

Oxymoron. The use of words with contradictory or clashing ideas next to one another. Example: *free slaves.*

Personification. The linking of a human quality or ability to an animal, object, or idea. Example: *The wind whispered through the night.*

Plot. Or storyline. The group of events that happen in order to solve the problem or conflict in the story.

Poetry. An expression of ideas or feeling in words. Poetry usually has form, rhythm, and rhyme.

Point of view. Refers to how a story is narrated. If a story is narrated from the first-person point of view, the narrator is a character in the story and uses

the first-person pronouns I, me, mine, we, and our. If the story is narrated from the third-person point of view, the narrator is not part of the story and uses the third-person pronouns he, him, she, her, them.

Predictions. The use of facts in the story and other information you know about the world to guess what will happen.

Rhyme. Two or more words that have the same ending sound.

Rhythm. A pattern of accented and unaccented syllables.

Science fiction. A type of story that is based on science-related ideas. Some of the scientific "facts" and developments in science fiction are not real and may never be possible.

Sequence. The order in which events occur or ideas are presented.

Setting. The time and place in which the story happens.

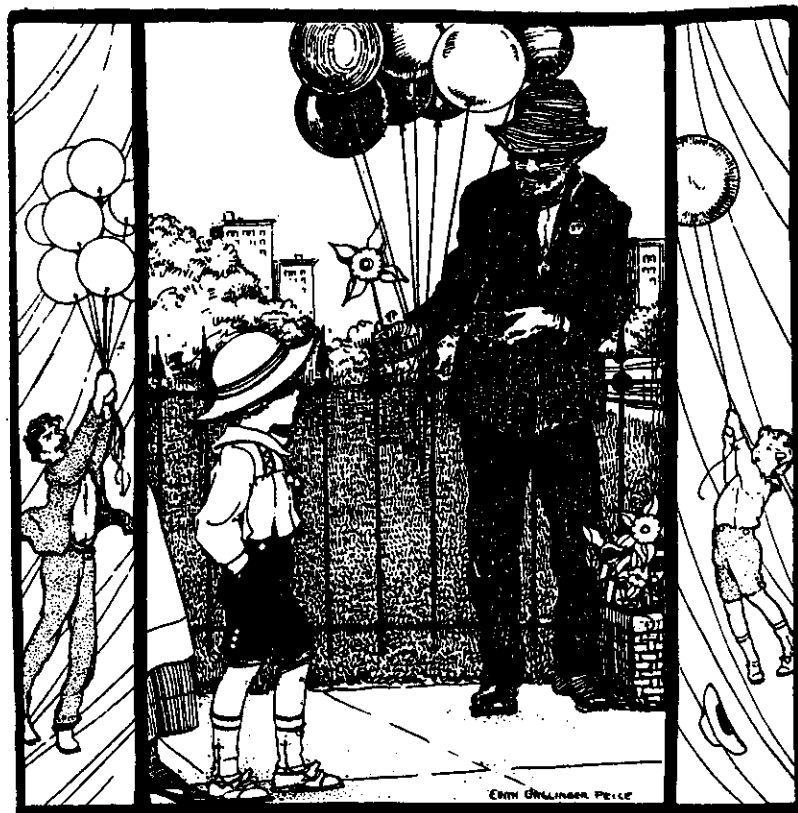
Simile. A comparison of two things using the words "like" or "as." Example: *She felt as limp as a rag doll.*

Solution. The turning point in a storyline or plot. It is the part in which a decision or important discovery is made or an important event happens that will solve the story's problem or end the conflict. The solution is also called the resolution or the climax of the plot.

Stage directions. What tells actors how to perform their parts of a play. They describe movements, tone, use of props, lighting, and other details.

Stanza. A group of related lines in a poem.

Theme. The message about life or nature that the author wants the reader to get from the story, play, or poem.



145. Computer Terms

This is a list of terms commonly known by computer users. Since most students and workers in all fields are increasing their use of computers, or will be, this list is a good place to start for "computer literacy."

Alphanumeric. A set of characters that consists of letters (A-Z), numbers (0-9), and sometimes other special symbols.

BASIC. Beginner's All-Purpose Symbolic Code. A computer language that is widely used in schools, businesses, and in personal-use programming.

Baud. The rate in bits per second (bps) at which data can be transferred between two devices. One baud is one bit per second, and 10 baud is approximately 1 character per second. Thus, 300 baud would be approximately 30 characters per second. Baud is important in selecting a modem or telephone data transfer peripheral because it is the measure of speed of receiving or sending.

Binary Code. Code using "0's" and "1's" to represent data. The binary number system is based on the number 2, with each place representing a power of 2.

Bit. Binary digit. The smallest unit of data. It has a value of either "0" or "1." It typically represents "on/off" or "true/false."

Bomb. An error that causes the computer to stop working. Information in "RAM" is lost.

Boot. Inserting a disk and/or loading information into a computer.

Bug. Error, usually in the software or its use. Not all "bugs" cause "bombs."

Byte. The fundamental unit of data that can be processed by a computer. In most microcomputers, a byte consists of eight bits. Characters are normally represented by a byte. For example, a Mac Apple Classic II has a 4 meg (4 million) byte memory.

CAD/CAM. Computer-aided design and computer-aided manufacturing. Involves manipulating pictorial representations that appear on the computer screen.

CAI. Computer Assisted Instruction. The direct use of computers in the instructional process for drill and practice, tutorials, dialogue, games, and simulations.

CD-ROM. See Optical disk.

Chip. A small rectangle of silicon material on which thousands or millions of electronic circuits have been implanted.

CMI. Computer Managed Instruction for record keeping of individuals and suggested teaching and diagnosis.

COBOL. Common Business-Oriented Language. A higher level computer language used for business applications.

Command. A single instruction to the computer that is executed as soon as it is received.

Computer language. An organized set of rules, codes, and procedures used to communicate with the computer. Examples are BASIC, FORTRAN, COBAL, and LISP.

CPU. Central Processing Unit. The central unit of the computer that contains the memory, logic, and arithmetical procedures necessary to process data and perform computations. The CPU also directs functions of input, output, and memory devices. CPUs in personal computers are imprinted with microcomputer chips.

CRT. Cathode Ray Tube. Display screen like that of a TV. Also called a monitor. Most common computer display technology.

Cursor. Movable indicator appearing on the monitor (often flashing) that shows where the next character to be typed will appear.

Data. Information such as words, symbols, or pictures put into the computer. For example, the story in your word-processing program is data.

Database. An organized collection of related information from which data can be retrieved.

Debug. Process of locating and correcting errors.

Disk drive. A device that reads information from and records information on a floppy diskette.

Diskette (disk). See Floppy diskette.

Documentation. The written description of software or hardware. For example, the manual that comes with a program.

DOS. Disk Operating System. The operating system common with 1980s IBM PC's. For example, Mac's have a different operating system so they can't usually use the same programs.

Dot Matrix Printer. A printer that generates characters that are composed of small dots.

Drill and Practice. A common type of CAI that gives the student practice and enrichment, but not initial instruction in an area.

Electronic bulletin board. Computerized bulletin boards that enable users to send and receive electronic mail, transfer data, and read informational bulletins.

Electronic mail. A method of sending and receiving messages via electronic devices.

File. A block of information; for example, a story that can be stored as a unit.

File server. The central computer in a computer network that controls a hard disk, printer, and other peripheral devices.

Floppy diskette. A paper-thin flexible disk that can store information in a manner similar to a magnetic tape. The 5 1/4-inch diskette is in an envelope that is flexible, and when you shake the envelope the disk "flops." The 3 1/2-inch diskette is in a rigid shell.

Fortran. Formula translation. A higher-level computer language used in scientific applications.

G, Gigabyte. A large amount of memory. 1 million megabytes.

GIGO. Garbage in, Garbage Out.

Hard copy. Computer output produced on a paper by a printer.

Hard disk. A permanent data-storage device that is faster in loading and saving files than is a floppy diskette. It also holds more information.

Hardware. The physical components of a computer system (exclusive software).

Hypermedia. A computer-based technology that allows the user to navigate interactively through an information base that combines a variety of media such as film, video, computer graphics, sound, music, and text. Usually involves several technologies (e.g., CD-ROM) linked to a personal computer.

- I/O.** Input/Output. The use of peripheral devices (e.g., keyboard, printer, or disk drive) to enter, store, or retrieve information.
- Joystick.** A hand-control device that allows the user to control input to the computer without a keyboard. Frequently used in games. Similar to a "mouse."
- Keyboarding.** Using the keyboard to input information into the computer; typing skill. This should be taught to all students.
- K.** Kilobyte. It represents 2 to the 10th power or 1,024 bytes and is used to describe a computer's memory capacity. For example, a computer with 48K has 48×1024 , or 49,152 bytes of memory.
- LAN.** Local Area Network. A network in which computers and/or other computing equipment in a local area (room, building, etc.) are linked so that they can share memory, software, data, printers, etc. See File Server.
- Laser printer.** A printer that uses laser technology to produce text and graphics that are very clear. It has the added advantage of being fast and quiet.
- Light pen.** A hand-held penlike pointer that is sensitive to the light emitted from a computer monitor and can be used to select, move, or draw objects on the screen.
- Load.** Put information into the computer. See Boot.
- LOGO.** A higher-level language that permits easy interaction and problem solving with a computer. Often used as a first computer language for children.
- M.** See Meg or Megabyte.
- Mainframe computer.** A large and powerful computer usually used by corporations, government offices, and universities that process large volumes of data. Highly trained specialists are usually required to oversee its operation.
- Meg or megabyte.** Refers to a memory of 1 million bytes. This is about 200,000 English words or 4 1/2 books.
- Memory.** That part of the computer that stores information and instructions. Memory capacity is described in "K," "M," or "G." See also Disk, RAM, and ROM.
- Menu.** A list of options, such as a choice of programs on a disk, or a choice of routines in a program. The menu is usually displayed on the monitor.
- Microcomputer.** A computer using a chip for its CPU. Can usually be operated by relatively inexperienced people.
- Modem.** Modulator/Demodulator. A device that permits computers to transmit information over regular telephone lines.
- Monitor.** A kind of TV (CRT) screen that provides a video display of computer output.
- Mouse.** A hand-held input device that, when moved over a flat surface such as a tabletop can move the cursor on the screen.
- Optical disk.** A high-density storage disk that requires a special (laser) disk drive. An optical disk can store 1/2 a gigabyte, which is 500 megabytes. Also called CD-ROM.
- Optical scanner.** A peripheral device for inputting words, numbers, graphics, etc., to the computer without the use of a keyboard.

Peripheral. A device, such as a printer or disk drive, that is used to transfer information to and from the central processing unit. Devices added to the computer.

Personal computer. See Microcomputer.

Program. A set of instructions in a computer language that a computer can execute. For example, a Word Processing Program causes the computer to act like an intelligent typewriter.

RAM. Random Access Memory. Computer memory that holds information put there by the user. This information can be erased and changed as frequently as necessary. It is the working memory. Information can be lost if the computer is turned off. To avoid this, store information on a disk.

ROM. Read Only Memory. Computer memory that cannot be altered by the user. It usually contains the operating system and sometimes a computer language such as BASIC. It might be used for just information retrieval, such as the encyclopedia on an optical disk.

Software. Computer programs.

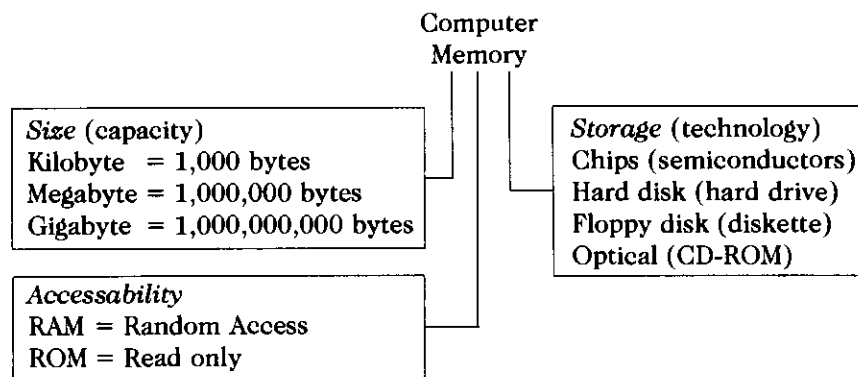
Spreadsheet. Computer software used for working with data (both numbers and words) in rows and columns.

Terminal. A device that allows the user to communicate with a computer. It usually consists of a keyboard and a monitor.

Tutorial. CAI lessons that provide initial instructions as opposed to drill and practice.

Word processor. Computer software used for typing and editing manuscripts.

Write-protect. Use of a small label placed over the cut-out edge of a disk to prevent writing additional information onto the disk. Information may still be read from the disk; and if the label is removed, information can once again be written onto the disk. This helps prevent accidental erasing or altering.



See also List 13, Measurement; and Lists 15–18, Science Vocabulary.

146. Testing Terms

Most school districts give tests. Most teachers get the results of those tests. What do those test scores mean? How do you interpret them? One place to start is with an understanding of the terminology that test makers use. Familiarity with these terms will help you to explain test results to interested and sometimes anxious students and parents.

Achievement tests. Tests that measure how much students have learned in a particular subject area.

Aptitude tests. Tests that attempt to predict how well students will do in learning new subject matter in the future.

CEEB test scores. College Entrance Examination Board test scores. This type of score is used by exams such as the Scholastic Aptitude Test. It has a mean of 500 and a standard deviation of 100.

Correlation coefficient. A measure of the strength and direction (positive or negative) of the relationship between two things.

Criterion-referenced tests. Tests for which the performance of the test taker is compared with a fixed standard or criterion. The primary purpose is to determine if the test taker has mastered a particular unit sufficiently to proceed to the next unit.

Diagnostic tests. Tests that are used to identify individual students' strengths and weaknesses in a particular subject area.

Grade equivalent scores. The grade level for which a score is the real or estimated average. For example, a grade equivalent score of 3.5 is the average score of students halfway through the third grade.

Mean. The arithmetical average of a group of scores.

Median. The middle score in a group of scores.

Mode. The score that was obtained by the largest number of test takers.

Normal distribution. A bell-shaped distribution of test scores in which scores are distributed symmetrically around the mean and where the mean, median, and mode are the same.

Norming population. The group of people to whom the test was administered in order to establish performance standards for various age or grade levels. When the norming population is composed of students from various sections of the country, the resulting standards are called *national norms*. When the norming population is drawn from a local school or school district, the standards are referred to as *local norms*.

Norm-referenced tests. Tests for which the results of the test taker are compared with the performance of others (the norming population) who have taken the test.

Percentile rank. A comparison of an individual's raw score with the raw score of others who took the test (usually this is a comparison with the norming population). This comparison tells the test taker the percentage of other test takers whose scores fell below his or her own score.

Raw score. The initial score assigned to test performance. This score usually is the number correct; however, sometimes it may include a correction for guessing.

Reliability. A measure of the extent to which a test is consistent in measuring whatever it purports to measure. Reliability coefficients range from 0 to 1. In order to be considered highly reliable a test should have a reliability coefficient of 0.90 or above. There are several types of reliability coefficients: *parallel-form* reliability (the correlation of performance on two different forms of a test), *test-retest* reliability (the correlation of test scores from two different administrations of the same test to the same population), *split-half* reliability (the correlation between two halves of the same test), and *internal consistency* reliability (a reliability coefficient computed using a Kuder-Richardson formula).

Standard deviation. A measure of the variability of test scores. If most scores are close to the mean, the standard deviation will be small. If the scores have a wide range, then the standard deviation will be large.

Standard error of measurement (SEM). An estimate of the amount of measurement error in a test. This provides an estimate of how much a person's actual test score may vary from his or her hypothetical true score. The larger the SEM, the less confidence can be placed in the score as a reflection of an individual's true ability.

Standardised tests. Tests that have been given to groups of students under standardized conditions and for which norms have been established.

Stanine scores. Whole number scores between 1 and 9 which have a mean of 5 and a standard deviation of 2.

True score. The score that would be obtained on a given test if that test were perfectly reliable. This is a hypothetical score.

Validity. The extent to which a test measures what it is supposed to measure. Two common types of validity are *content validity* (the extent to which the content of the test covers situations and subject matter about which conclusions will be drawn) and *predictive validity* (the extent to which predictions made from the test are confirmed by evidence gathered at some later time).



See also List 75, Test and Workbook Words; List 76, Essay Test Words; and List 77, Important Modifiers.

147. Reading Organizations

The four organizations listed below publish many useful journals, monographs, and research reports. They also organize and sponsor many local and regional conferences. They are excellent sources of current information in the field.

International Reading Association (IRA)*
Box 8139
Newark, DE 19711
Annual meeting, late April or early May.

College Reading Association (CRA)
3340 South Danbury Avenue
Springfield, MO 65807
Annual meeting, October.

National Reading Conference (NRC)
1070 Silbey Tower
Rochester, NY 14604
Annual meeting, early December.

National Council of Teachers of English
(NCTE)**
1111 Kenyon Road
Urbana, IL 61801
Annual meeting, mid-November.

*Note: Many state and local councils and national affiliates of the International Reading Association hold regular meetings and publish either journals or newsletters on reading. A complete list of them can be obtained without charge from the IRA.

**NCTE has many state organizations.

IRA PRESIDENTS

1955-56	William S. Gray	1975-76	Thomas C. Barrett
1956-57	Nancy Larrick	1976-77	Walter H. MacGinitie
1957-58	Albert J. Harris	1977-78	William Eller
1958-59	George D. Spache	1978-79	Dorothy Strickland
1959-60	A. Sterl Artley	1979-80	Roger Farr
1960-61	Mary C. Austin	1980-81	Olive S. Niles
1961-62	William D. Sheldon	1981-82	Kenneth S. Goodman
1962-63	Morton Botel	1982-83	Jack Cassidy
1963-64	Nila Banton Smith	1983-84	Ira E. Aaron
1964-65	Theodore Clymer	1984-85	Bernice C. Cullinan
1965-66	Dorothy K. Bracken	1985-86	Joan C. Manning
1966-67	Mildred A. Dawson	1986-87	Roselmina Indrisano
1967-68	H. Alan Robinson	1987-88	Phylliss Adams
1968-69	Leo Fay	1988-89	Patricia S. Koppman
1969-70	Helen Huus	1989-90	Dale Johnson
1970-71	Donald L. Cleland	1990-91	Carl Braun
1971-72	Theodore L. Harris	1991-92	Judith N. Thelen
1972-73	William K. Durr	1992-93	Marie M. Clay
1973-74	Millard H. Black	1993-94	Doris Roettger
1974-75	Constance M. McCullough	1994-95	Susan Glazer

NRC PRESIDENTS

1952-59	Oscar Causey	1982-84	Irene Athey
1960-61	William Eller	1985	Lenore Ringler
1962-64	George Spache	1986	P. David Pearson
1964-65	Albert Kingston	1987	Jerome Harste
1967-68	Paul Berg	1988	M. Trika Smith-Burke
1969-70	Alton Raygor	1989	James Hoffman
1971	Wendell Weaver	1990	Gerald Duffy
1972-74	Earl Rankin	1991	Robert Tierney
1974-76	Edward Fry	1992	Donna Alverman
1976-78	Jaap Tuinman	1993	Rebecca Barr
1978-80	Harry Singer	1994	James Flood
1980-82	Frank Greene		



148. Publishers of Reading Curriculum Materials and Tests

This list of publishers' addresses will come in handy in requesting current catalogues and in ordering curriculum materials.

For a complete up-to-date list of all major U.S. publishers, including trade book publishers for children, see *Literary Market Place*, which is published annually and can be found in most libraries.

Addison Wesley
P.O. Box 10888
Palo Alto, CA 94303

Allyn & Bacon
160 Gould Street
Needham Heights, MA 02194

American School Publishers
A Macmillan/McGraw-Hill Company
11 West 19th Street
New York, NY 10011

Amsco School Publications, Inc.
315 Hudson Street
New York, NY 10013

Apple Computer, Inc.
20525 Mariani
Cupertino, CA 95014

Barnell Loft
155 North Wacker Drive
Chicago, IL 60606

CTB/McGraw-Hill
Del Monte Research Park
Monterey, CA 93940

The Continental Press, Inc.
520 East Bainbridge Street
Elizabethtown, PA 17022

Curriculum Associates, Inc.
5 Esquire Road
No. Billerica, MA 01862

DLM Publishing
One DLM Park
Allen, TX 75002

EDL, Inc.
P.O. Box 210726
Columbia, SC 29221

Educators Publishing Service
75 Moulton Street
Cambridge, MA 02138

ERIC Clearinghouse on Reading and
Communication Skills
Indiana University
Smith Research Center
2805 East Tenth Street
Bloomington, IN 47405

Fearon/Janus/Quercus
500 Harbor Boulevard
Belmont, CA 94002

Ginn Publishing Canada, Inc.
160 Gould St.
Needham Heights, MA 02194

Globe Book Company
240 Frisch Court
Paramus, NJ 07652

Good Apple
1204 Buchanan
Carthage, IL 60656

Harcourt Brace Jovanovich School
Department
6277 Sea Harbor Drive
Orlando, FL 32887

Harper Collins Children's Books
10 East 53rd Street
New York, NY 10022

D.C. Heath and Company
125 Spring Street
Lexington, MA 02173

Highlights for Children
2300 West 5th Avenue
P.O. Box 269
Columbus, OH 43216-0269

Henry Holt and Company
115 West 18th Street
New York, NY 10011

Houghton Mifflin Company
Elementary School Division
One Beacon Street
Boston, MA 02108

IBM Corporation
1133 Westchester Avenue
White Plains, NY 10604

International Reading Association
Regional Conferences
800 Barksdale Road
P.O. Box 8139
Newark, DE 19714-8139

Jamestown Publishers
P.O. Box 9168
Providence, RI 02940

Judy/Instructo
1204 Buchanan
Carthage, IL 62321

Kendall/Hunt Publishing Company
2460 Kerper Boulevard
Dubuque, IA 52001

Lakeshore Curriculum Materials
P.O. Box 6261
Carson, CA 90749

Laguna Beach Educational Books
245 Grandview
Laguna Beach, CA 92651

Macmillan/McGraw-Hill School
Publishing Company
866 Third Avenue
New York, NY 10022

Macmillan/Merrill Publishing Company
866 Third Avenue
New York, NY 10022

McDougal, Littell/ALM
P.O. Box 1667
Evanston, IL 60204

Midwest Publications/Critical Thinking Press
P.O. Box 448
Pacific Grove, CA 93950

Milliken Publishing Company
1100 Research Boulevard
St. Louis, MO 63132

Modern Curriculum Press, Inc.
13900 Prospect Road
Cleveland, OH 44136

National Council of Teachers of English
1111 Kenyon Road
Urbana, IL 61801

Open Court Publishing Company
315 Fifth Street
Peru, IL 61354

Richard C. Owen Publishers, Inc.
135 Katonah Avenue
Katonah, NY 10536

The Perfection Form Company
1000 North Second Avenue
Logan, IA 51546

Phoenix Learning Resources
468 Park Avenue South
New York, NY 10016

Prentice Hall School Division
Route 9W
Englewood Cliffs, NJ 07632

The Psychological Corporation
555 Academic Court
San Antonio, TX 78204

Random House, Inc.
225 Park Avenue South
New York, NY 10003

Reading Is Fundamental, Inc.
600 Maryland Avenue S.W.
Suite 500
Washington, DC 20024

Riverside Publishing Company
8420 Bryn Mawr Avenue
Chicago, IL 60631

Frank Schaffer Publications
P.O. Box 2853
Torrance, CA 90509-2853

Scholastic, Inc.
730 Broadway
New York, NY 10003

Science Research Associates (SRA)
155 N. Wacker Drive
Chicago, IL 60606

Scott, Foresman
1900 East Lake Avenue
Glenview, IL 60025

Silver Burdett & Ginn
250 James Street
Morristown, NJ 07960

Steck-Vaughn Company
P.O. Box 26015
Austin, TX 78755

Teachers College Press
1234 Amsterdam Avenue
New York, NY 10027

The Wright Group
19201 120th Ave. NE
Bothell, WA 98011

Zaner-Bloser, Inc.
1459 King Avenue
P.O. Box 16764
Columbus, OH 43216-6764



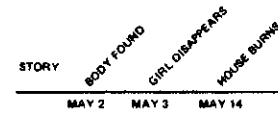
149. Taxonomy of Graphs

This is a simplified version of a more complete taxonomy of graphs. Its purpose is to show some of the varieties of graphical expression used by writers and read by readers. Teachers should encourage students to use graphs to express ideas and to supplement writing. Graph comprehension can be taught using many of the same questions used to teach paragraph comprehension (main idea, inference, sequence, etc.).

1. Lineal

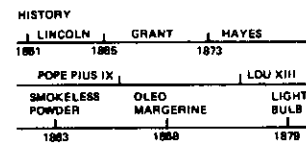
a. Simple

story



b. Multiple

history



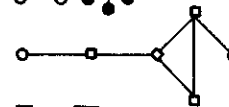
c. Complex Hierarchy

organization



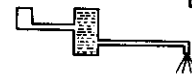
Flow

computer



Process

chemicals



Sociogram

friendship



2. Quantitative

a. Frequency polygon

growth



b. Bar graph

production



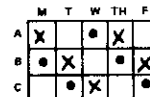
c. Scattergram

test scores



d. Status graph

scheduling



e. Pie graph

percentage



f. Dials

clock

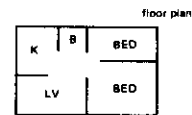


From "Graphical Literacy" by Edward Fry. *Journal of Reading*, Feb. 1981. Also see "Theory of Graphs" ERIC #ED 240/528.

3. Spatial

- a. Two dimensions
(single plane)

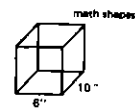
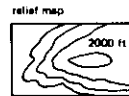
map



floor plan

- b. Three dimensions
(multiplane)

relief map



math shapes

4. Pictorial

- a. Realistic



- b. Semipictorial



- c. Abstract

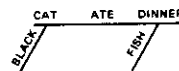


5. Hypothetical

- a. Conceptual



- b. Verbal



6. Near Graphs

- a. High verbal outline

Main idea

a. Detail

b. Another detail

- b. High numerical

Table	
25	4.2
37	6.1
71	7.3

- c. Symbols

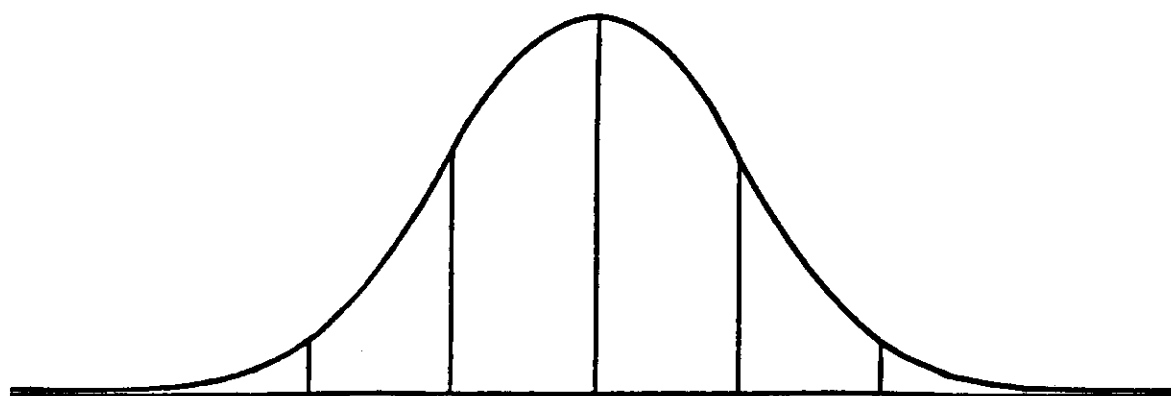


- d. Decorative Design



See also List 60, Story Graphs; and List 101, Games and Methods of Teaching.

150. The Normal Distribution Curve



PERCENTILE	3%	16%	50%	84%	97%
READING ACHIEVEMENT NINTH GRADE	3rd	6th	9th	12th	15th
IQ	70	85	100	115	130

There is a strong but far from perfect correlation between Reading Achievement scores and IQ. In other words, on average a ninth grader with an IQ of 85 tends to read about at the sixth-grade level.

TYPICAL READING ABILITIES FOUND IN A FOURTH-GRADE CLASS



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