



When a word ends with a **short vowel sound** and a **single consonant**....

...double the final consonant.

win --- winning



When a word ends in silent 'e', drop the 'e' IF...

...the suffix begins with a vowel.





When a word ends in silent 'e',

keep the 'e' IF...

...the suffix begins with a consonant._

taste → tast**el**ess

love -- lovely

hope --- hopeful



When a word ends in 'ce' or 'ge', keep the 'e' IF...

...the suffix begins with 'a' or 'o'.

knowledge --- knowledgeable

courage --- courageous

change --- changeable



When a word ends with 'y',

change it to 'i' **EXCEPT**...

...the suffix is 'ing'.

fly
$$\longrightarrow$$
 flies $carry \longrightarrow carrying$
beauty \longrightarrow beautiful $try \longrightarrow trying$
happy \longrightarrow happily $copy \longrightarrow copying$



When a word ends with a vowel before the 'y',

...keep the 'y'.

Exceptions pay — paid say — said lay — laid day — daily