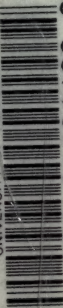


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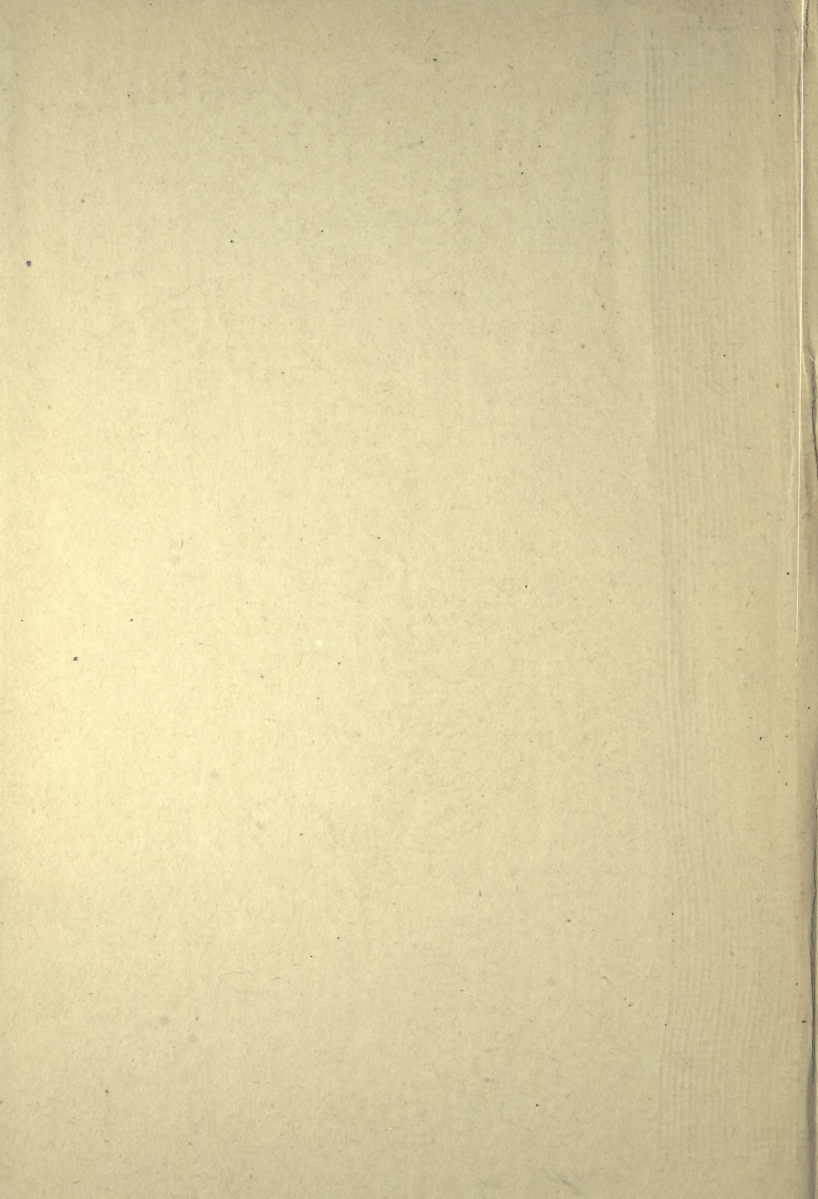
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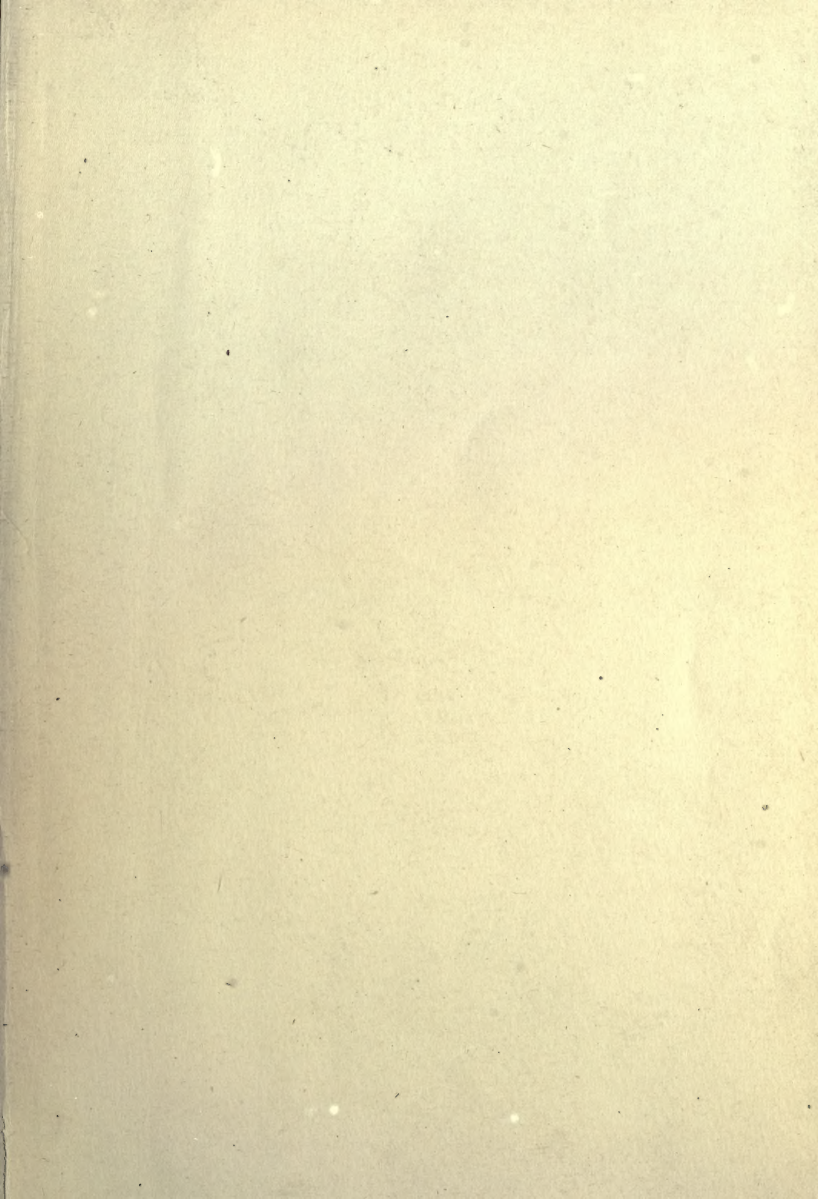


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# ORTHOGRAPHY, ORTHOEPY, AND PUNCTUATION

EMBODYING

THE ESSENTIAL FACTS OF THE ENGLISH LANGUAGE  
WITH CONCISE RULES FOR PUNCTUATION  
AND THE USE OF CAPITAL LETTERS

A Text-book and Book of Reference

FOR

*SCHOOLS, COLLEGES, AND PRIVATE STUDENTS*

BY


S. R. WINCHELL, A.M.

AUTHOR OF "LATIN PROSE COMPOSITION," "ELEMENTARY LESSONS  
IN GREEK SYNTAX," "PRIMARY SCHOOL SONGS," "PRIMARY  
FRIDAYS," "INTERMEDIATE FRIDAYS," "GRAMMAR  
SCHOOL FRIDAYS," "INTERSTATE PRIMER  
SUPPLEMENT," ETC., ETC.

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## PREFACE.

It has been the aim of the author of this little manual to present in a concise form the essential facts concerning the language we use in speaking and writing. An effort has been made at every step to set forth *essential facts*, not theories; to be concise, and yet thorough; to avoid being led into writing a treatise, and yet to give a sufficient number of details to render the work complete for practical uses.

It has not been deemed advisable to cumber the pages of this little volume with all the various theories, forms, and exceptions which may be found even in several of the leading authorities on the subject of which the volume treats, but the one authority closely adhered to throughout has been Webster's International Dictionary. This work is so generally accepted by American schools and writers as the guide for pronunciation and spelling, that no attempt has been made to present the points of difference between this and other eminent authorities.

As an aid and guide to teachers who use the book with classes, frequent exercises have been introduced, which should be supplemented by others of a similar nature prepared by the teacher, or by the class under the direction of the teacher. Too much drill on the sounds of the letters, the spelling and pronouncing of words, and the punctuation of sentences can hardly be possible. These drills should



be both oral and written. By making much of them in a school, they become exceedingly interesting and profitable.

Part IV., on Punctuation, presents the essentials of correct punctuation, illustrated by numerous examples.

It is almost superfluous to say that John Wilson's "Treatise on Punctuation," now out of print, is the most complete work of the kind in the English language; but it was published thirty years ago, and is now considerably behind the times. A very valuable hand-book is that of Marshall T. Bigelow, which presents in concise form the principles set forth by Wilson. Another work, interesting and logical, is by F. Horace Teall, entitled "Punctuation," published by D. Appleton & Co. But the latest work, and therefore more nearly in conformity with present usage, as well as extremely fresh, original, and free from technicalities and rules, is an anonymous treatise entitled, "Why we Punctuate." These and numerous other works have been consulted in the preparation of this volume, and examples and illustrations have been freely drawn from them.

S: R. W.

EVANSTON, ILL.

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## SUGGESTIONS TO TEACHERS.

For use in schools, the matter contained in this volume should be carefully selected. It is by no means desirable that students should be required to learn and remember everything in the book, though everything should be read at least once. For instance, the pages relating to the Origin and History of the English Alphabet may be interesting, but a knowledge of the facts contained in them is not essential. Teachers should use their own judgment as to the amount of time to be given to any special topic.

For teachers who may need them, the following hints are given in addition to those in the book as to the way the book may be used in schools.

*Diacritical Marks.* Drill on the exercise till every pupil is perfectly familiar with the marks and can pronounce any word when marked, and can also mark any word whose pronunciation is known.

*Vowel Sounds.* Assign a few paragraphs at a time and have them thoroughly learned and recited over and over, especially the Summary, also the tables of long vowels and short vowels.

*Consonants.* The same as for vowels. Have the pupils give the sounds repeatedly, sometimes in concert.

*Syllabication.* The rules should be committed to memory and frequently called for in recitation.

*Lists of Words Often Mispronounced.* The Words in the first column should be written frequently on the blackboard and pupils called on to pronounce them.

*Rules for Spelling.* These should be committed to memory and frequently called for.

*Variations in Spelling.* It is well for learners to recognize these variations, yet it is not worth while to spend much time on them.

*Formation of the Plural of Nouns.* Learn these rules thoroughly.

*Synonyms and Homonyms.* Take plenty of time for writing exercises on these lists.

*Etymology.* This subject is very briefly presented. The few pages given should be thoroughly learned.

*Punctuation.* Have pupils commit the rules to memory, and apply them in writing. Errors in books should be pointed out by the teacher and also by the pupils, and discussion should be freely permitted. Require only a few rules every day, and require the pupils to copy illustrations from their text-books.

*Capital Letters.* The same as for punctuation.

*Abbreviations.* These should all be memorized and frequently recited.



## PART FIRST.



### ORTHOEPY.

**Orthoepy** treats of the correct pronunciation of words. As the pronunciation of words depends upon the pronunciation of the letters of which they are composed, it is necessary first to understand the pronunciation of letters.

There are twenty-six letters in the English alphabet. These letters are used to represent sounds, yet there are forty-four elementary sounds in the English language, combined into perhaps 300,000 different words. Hence the same letter must sometimes represent two or more sounds.

The science which treats of the elementary sounds is called **phonology** or **phonetics**. The representing of elementary sounds by characters or letters is called **phonotypy**, or **phonography**.

The student should be careful to distinguish between letters, their names, and their sounds. For example, *g* is a letter, its name is *jee*, and it has two sounds.

Elementary sounds are uttered by the organs of speech, which are the lips, tongue, teeth, and palate.

### PHONOTYPY.

#### ORIGIN AND HISTORY OF THE ENGLISH ALPHABET.

The English word *alphabet* is derived from *alpha* and *beta*, the names of the first two letters of the Greek alpha-

bet; or *aleph* and *beth*, the first two letters of the Hebrew alphabet.

The English alphabet is nearly the same as that used by the ancient Romans, which was derived from the Greek. The Greek alphabet was formed from the Phœnician, which, in turn, has been traced back to the phonetic hieroglyphs of the Egyptians.

The forms of the letters of the English alphabet are nearly the same as those of the Latin alphabet. Many of these forms were the same in the Greek, and, in a few instances, the resemblances are apparent in the Phœnician.

It is not the province of this book to give in detail the numerous changes in value which each letter has undergone during its lifetime. Only the most important changes will be mentioned.

**A** is the first letter in all these alphabets, including the Egyptian, though the phonetic hieroglyphs of the Egyptians bear no resemblance in form to our present alphabet. The form of **A** is identical in Greek, Latin, and English.

In English this letter is called *ā*; in most other languages, *ah*. This *ah* sound of *a* was first given it by the Greeks, the long *ā* sound having come into use in the early part of the seventeenth century. There are six distinct sounds of *a* now recognized in English: *hāte*, *hāt*, *fūr*, *fall*, *āsk*, *cāre*.

**B** had the same form in Latin and Greek, but in old Greek and Phœnician was written from right to left, the Phœnician also leaving off the lower half of the letter. The small *b* is a modified form of capital **B**. According to early colonial law **B** was stamped on the forehead of a blasphem~~er~~.

In the original Aryan tongues *b* has much the same force as *p*; in modern Greek and Spanish it passes into *v*; in English it has but one sound, but is sometimes silent, as after final *m*.

**C** is first found in its present form in the Latin. It was formed by rounding the angle of the Greek *gamma* ( $\Gamma$ ).

In Phœnician and Greek *c* had always a "hard" sound, much like that of *g* or *k*. The "soft" sound of *c* in English is derived from the Teutonic languages. No Anglo-Saxon word contains *c* pronounced like *s*, except a few misspelled, as *cinder* for *sinder*, and a few words ending in *-ce*, where this termination takes the place of the original *-es*, *-s*, in conformity with that termination in words of French origin; as, *once*, from *ones*; *hence*, from *hennes*. **C** has the sound of *s* before *e*, *i*, and *y*, elsewhere that of *k*.

As *c* has no distinct sound of its own, it is a redundant letter of the English alphabet.

**D** is the fourth letter in English, Roman, Greek, and Phœnician. Capital *D* is the same in form as in Latin. *D* is most nearly related to *t* and *th* in pronunciation. The ending *ed* in the past tense and perfect participle of verbs was formerly *t*, and is sometimes pronounced as if so spelled.

**E** has retained its form with little change from the Phœnician. It is the most frequently used letter of all the English alphabet. Its form and value are from the Greek, its name from the Latin.

The letter *e* has two leading vowel sounds, long and short; as in *mēte*, *mēt*.

**F** was found in Phœnician, but dropped out of use in classical Greek to be resurrected in the Latin. The Latin



*f* appears as *b* in Anglo-Saxon. The Anglo-Saxon *b* is also a substitute for Latin and Greek *p*. The form and sound of *f* are from the Latin, the form resembling that of the Greek *digamma* (*ϕ*).

**G** was formed from *C* by the Romans.

*G* has two sounds, the simple or hard sound, as in *gave*, *go*, *gun*, and the compound (*j*) or soft sound, as in *gem*, *gin*, *gyves*. This soft sound of *g* is never found at the beginning of a word of Anglo-Saxon origin.

**H** is of Phœnician origin, but lost its identity in the Greek, its force being indicated by the "hiatus" or "rough breathing" (´), and its entire absence by the "smooth breathing" (¨). In original Anglo-Saxon words it corresponds to Latin *c*; as, *horn*, Latin *corn-u*, Greek *keras* (κέρας); *hundred*, Latin *cent-um*, Greek *hekatón*. The name (aitch) is from the French, the form from the Greek, through the Latin.

**I** may be found in Latin, Greek, Phœnician, and Egyptian. In the Phœnician it was a consonant; in the Latin and Anglo-Saxon it served both as consonant and vowel, and is found in English representing the consonant sound of *y*, as in *union*.

The English *I* has two principal vowel sounds: long, as in *pīne*, and short, as in *pīn*. The dot which we place over *i* dates from the fourteenth century. *I* and *j* were represented by *i* alone until recently.

**J** is another form of *i*, used to represent the consonant sound. Originally this was the same as *y* in sound, but about 1630 assumed the sound of *zh*, or *dzh*. *J* is still used in place of *i* at the end of a number in a medical prescription

and in the word *hallelujah*, also written *alleluia*. *J* is a superfluous letter of the English alphabet.

**K** is found in the Egyptian, Phœnician, and Greek, but not in the Roman of the classical period. It reappeared in middle English to represent the hard sound of *c*, especially at the beginning of a word; as, *king* for *cing*, from *cyng*, a contracted form of *cynig*.

**L** may also be traced to the Egyptian. Its force has changed but little during the centuries, being always a trill made by the tip of the tongue. The Chinese do not distinguish between *l* and *r*; as, *Melican* for *American*. The name *el* is Latin.

**M** is of Egyptian origin. It is the unit of measure in English type, being one square, or quadrate. Compositors are usually paid by the thousand *ems*. The form of *M* is the same in Latin and Greek. Its sound is always the same, a labial nasal, related to *b* and *p* as *n* is to *d* and *t*.

**N** is also of Egyptian origin. As an initial letter it has had the same single value as now throughout its history. In other parts of a word its use has varied somewhat. *N* is a dental-nasal. In printing, it measures a half *em*. Its form is the same in English, Latin, and Greek.

**O** has undergone some change, both in form and use. In the Phœnician it was a consonant. In the Greek it became a vowel. In early Greek its form was square instead of round. Its principal sounds are long, as in *stone*; short, as in *not*; and the sounds heard in *orb*, *son*, *food*, and *book*.

**P**, like *n*, has always represented one unvarying sound. At the beginning of a few Greek words, like *psalm*, *pneumatic*, it is silent. Its form comes from the Latin. It is

closely related to *b*, *f*, and *v*. The digraph *ph* is from the Greek. It has the sound of *f*.

**Q** was not found in the Greek. In Latin it had the same value as *k*, and was followed by *u* as in English and French. In English the combination *qu* is pronounced like *kw*, and is always followed by another vowel. **Q** is not needed in the English alphabet.

**R** has always had a kind of vowel nature, though used as a consonant. Like *l*, it is the sign of a trill or rustle at the tip of the tongue. In Greek, and sometimes in Anglo-Saxon, it was pronounced with an *h*-sound preceding, and this led to the introduction of *h* and doubling the *r* in such words as *rheumatism*, *hemorrhage*, *catarrh*. In England, and in some localities in America, the sound of *r* is being wholly dropped in many words. "The three R's, Riting, Reading, and Rithmetic," was given in sincerity as a toast in 1825 by Sir William Curtis, lord mayor of London. The form of *R* is derived from the Greek through the Latin.

**S** is very ancient, and has undergone some changes. In the Phœnician it looked like *w*. In most languages *s* and *z* are represented by only one letter. It is the only representation of inflection in English nouns and verbs. The form and name of *s* are derived from the Latin.

**T** is another letter which has always had the same value. It was the twenty-second and last letter of the Phœnician alphabet. The letter derives its name from the Latin, its form from the Greek.

**U** originated with the Greeks, and was written *Y*. The Latin form was *U* or *V*. Its sound was that of *oo* in *mood*.



*U* is never doubled. In English *u* has two sounds; long, as in *use*, and short, as in *up*.

*V* is the older form of *U*. The two forms were used interchangeably, like *i* and *j* in Latin, Norman-French, and English as late as the Elizabethan period. Until about 1617 *v* was called "single *u*," as *w* was called "double *u*." The German name *vau* was the same in Phœnician. *V* is never the last letter of an English word.

*W* in modern English comes almost wholly from Anglo-Saxon. It is a ligature of *VV*, which later became united into one sign, but never assumed a new name, although "single *u*" acquired the name "*ve*." *W* is usually a consonant, but sometimes it is a vowel.

*X* is not the sign of a single sound, but the combination of *c* and *s*. It might be wholly dispensed with. The character is from the Latin. The same character is used in Greek for *ch*. It was the last letter in the Latin alphabet till *Y* and *Z* were added at a later date to represent sounds found in Greek words.

*Y*, with *u*, *v*, *w*, comes from the Greek *upsilon* (*v*), as an addition to the Phœnician alphabet to represent the *oo*-sound. It has both vowel and consonant value. As a vowel it is equivalent to *i*, and hence is not needed.

*Z* is seldom used in English, though one of the oldest letters of the alphabet. Its use everywhere could be supplied by *s* except at the beginning of a word. In England it is called *zed*, formerly *izzard*. Its form is the same in Latin and Greek. It was the last letter in the Latin alphabet, the fourth in the Greek, and the seventh in the Phœnician.

## THE ALPHABET AS NUMERALS.

Among the Romans numbers were indicated by the letters of the alphabet, as follows:—

<b>I</b> , One	<b>C</b> , One hundred
<b>V</b> , Five	<b>D</b> , Five hundred
<b>X</b> , Ten	<b>M</b> , One thousand
<b>L</b> , Fifty	

A letter representing a smaller number placed at the left of another reduced the value of the one at the right; if placed at the right, it increased it.

<b>IV</b> , Four	<b>XIX</b> , Nineteen
<b>VI</b> , Six	<b>XC</b> , Ninety
<b>IX</b> , Nine	<b>CD</b> , Four hundred
<b>XI</b> , Eleven	<b>MD</b> , Fifteen hundred

A line over a letter multiplied its value by 1000.

**C̄**, 100,000 ; **C̄D̄**, 400,000.

Other letters of the Roman alphabet also had values assigned to them in later years.

<b>B</b> , Two	<b>K</b> , 250	<b>R</b> , 80
<b>E</b> , 250	<b>N</b> , 90 or 900	<b>S</b> , 7 or 70
<b>F</b> , 40	<b>O</b> , 11	<b>T</b> , 160
<b>G</b> , 400	<b>P</b> , 400	<b>U</b> , 150
<b>H</b> , 200	<b>Q</b> , 500	<b>X</b> , 1000

## PHONOLOGY.

The word *diacritical* is derived from two Greek words, signifying *to distinguish between*. As the same letter must sometimes represent two or more sounds, a system of diacritical marks has been adopted to aid us in distinguishing between different phonetic uses or values of letters.

Combinations of sounds are also sometimes indicated by such marks, and sometimes by combinations of letters.

It is said that the English language offers more difficulties to a foreigner than any other language. Its pronunciation is guided by no fixed rules, and abounds in inconsistencies. Its letters have no fixed values, representing different sounds in different words (notwithstanding there are nearly twice as many sounds as letters), and sometimes even two or more letters are put together to represent one sound; as, *th*, *sh*, *wh*.

The diacritical marks employed in this book are the same as those in Webster's International Dictionary. Their names and uses are as follows:—

**Macron**, Greek *makros*, long, (—), placed over a vowel to indicate the long sound. When placed over a consonant it is called a *bar*.

**Breve**, Latin *brevis*, short, (˘), placed over a vowel to indicate the short sound.

**Diæresis** or **Dieresis**, Greek *diairesis*, a taking apart, (¨), placed over the second of two adjacent vowels to show that each is to be pronounced separately; as, *coöperate*. As a diacritical mark it is placed sometimes above and sometimes below a vowel. When used as a diacritical mark it is better to call it *two dots*.

**Semi-diæresis**, Greek *hemi*, half, and *diairesis*, a taking apart, (·). This is the same as the period. When used as a diacritical mark it is better to call it a *dot*.

**Tilde**, or **Wave**, Latin *titulus*, a title or inscription, (~). The tilde placed over *n* indicates that the following vowel



is preceded in pronunciation by *y* consonant; as, *cañon*. When placed over a vowel it is better to call it a *wave*.

**Caret**, or **Circumflex**, Latin *carēre*, to want, ( $\wedge$ ). The common use of the caret is to indicate that something has been omitted, the omitted letter or word being written above or in the margin; as, *tel<sup>l</sup>ing*. When used as a diacritical mark it is better to call it a *circumflex*.

**Suspended Bar**, ( $\perp$ ), used to indicate a long sound somewhat shortened. Under  $\underline{z}$  it indicates the sound of *z*.

**Cedilla**, Spanish *cedilla*, little zeta, the Greek name of *z*, ( $\underset{\cdot}{z}$ ). It is placed under *c* to show that the letter has the sound of *s*; as, *façade*.

The French nasal tone is indicated by *n* following the vowel; as, *bon, boN; ensemble, äN-säN-b'l*.

**Voice-glide**, ( $\text{'}\text{'}$ ), used to show the omission of a vowel sound and the gliding together of two consonants; as, *pardon, pärr'-d'n*.

#### VOWEL SOUNDS.

There is no exact number of vowel sounds which can be said to be distinct and separate, since all are produced by the glottis, or vocal cords, with no interruption of sound by the lips, tongue, or teeth, and glide so perfectly from one to another that their differences are scarcely distinguishable except between sounds somewhat remote from each other in character. The modifications of vowel sound are produced by adjusting the flexible and movable parts of the mouth. This explains why different treatises on pronunciation do not agree as to the number of sounds certain vowels have. Moreover, in some localities vowel pronunciation is quite different from what it is in others, and the

same words are pronounced quite differently in different parts of the United States, as well as in England.

The principal vowel sounds recognized as distinct are the following, given in their natural order of succession:<sup>1</sup>—

**ä**, Italian **a**, as in **fär**. This is the richest of all vowel sounds, yet is comparatively little used in English pronunciation. In German it occurs ten times as frequently, and in Sanskrit sixty times as frequently as in English. This sound in unaccented syllables approaches the next sound of **a**. The same sound is frequently given to **e** before **r** in England; as, **Derby, clerk** (pronounced **Därby, clärk**). In **sergeant** this sound prevails also in America.

**á**, short Italian **a**, as in **ásk**. This sound of **a** seems to be a shortening of the broad Italian **ä**. By some persons it is not easily recognized. Some do not distinguish it from **ä**, while others confuse it with **ǎ**. In Webster's Dictionary this sound of **a** in final or medial unaccented syllables closed by **n, l**, etc., is distinguished by being printed in italic; as, **infant, fatally**, etc.

**â**, medial **a**, as in **câre, thêre, hêir**. This sound is always produced by a following **r** sound closing a syllable more or less strongly accented. It is a prolongation of **ǎ**. This is an instance in which the vowel nature of **r** is observable. There is sometimes a trace of the same sound to be found in New England in such words as **serve, earth, earn, term**, etc.

**ǎ**, short **a**, as in **ǎm, ǎt**, usually followed by a consonant sound closing the syllable. This sound is peculiar to the English.

**â**, broad **a**, as in **fall, ôrb, bôrn, bôught, haul, draw**, etc. When given to **o**, its syllable is accented and followed by **r**; as, **abhôr, exhôrt, ôrder**. In unaccented syllables this sound of **o** is somewhat modified, approaching that of **ö**; as, **fôrget, ôrdain**.

**ö**, short **o**, as in **nôt, was**. Unaccented syllables in **ö** are usually closed by a consonant, final syllables of this kind usually having the sound of **ó** in **són**; as, **cönnect, öppose, bishôp, donör**.

**ā**, long **a**, as in **āte, āle, obey, eight, vein**. This sound slightly modified is given to **a** in unaccented syllables, as in **preface, savāge, senāte, salutāry**. Webster's Dictionary gives this modification as a

<sup>1</sup> The student should consult the dictionary for a complete analysis of the vowel sounds.

separate sound marked by the suspended bar, **â**. This sound is given to **e** in pure English words only where that vowel is followed by **i** or **y** in the same syllable.

In **any**, **many**, **Thames**, **said**, **again**, **against**, the sound of **a** is undistinguishable from that of **ě**.

**ě**, short **e**, as in **ěnd**, **pět**, **feather**, **guess**, **bury**, **any**, **said**, **again**. A consonant sound closes the syllable in which it occurs. This sound is sometimes modified toward **ĩ** in final syllables; as, **wickěd**, **rosěs**, **kitchěn**. Generally when **e** follows a consonant at the end of a syllable it has no sound, but marks the preceding vowel as long; as, **lāme**, **mēte**. **kīte**, **tōne**, **lūte**. This is not always the case, however; as, **gīve**, **hāve**, **dōne**. It is also silent in the endings **-ed** and **-en** of the past tense and perfect participle of verbs; as, **broken**, **whipped**. But if the verb stem ends in **d** or **t**, the final syllable is fully pronounced; as, **added**, **omitted**. When **e** is unaccented and closely followed by another vowel it sometimes assumes the value of **y**, and if preceded by **t**, **d**, **c** soft, or **s**, the two letters often coalesce; as, **righteous**, **grandeur**, **ocean**, **nauseous**.

In words like **novel**, **prudent**, etc., where **e** comes before **n**, **l**, or **r** in unaccented syllables, Webster's Dictionary recognizes a distinction in sound by printing the vowel in italic.

**ō**, long **o**, as in **nōte**, **bōne**, **grow**, **sew**, **door**. This sound is sometimes modified, especially in New England, in such words as **home**, **coat**, **stone**, etc. **O** in unaccented syllables has another modification, such as **ōbey**, **tōbacco**, **pōetic**. In Webster's Dictionary this is recognized as a distinct sound of **o**, and is marked with the suspended bar, **ô**.

**ů**, short **u**, as in **ůp**, **són**, **blood**.

**ě**, **ĩ**, **û**, **ỹ**, as in **hěr**, **věrge**; **sír**, **earn**, **bůrn**, **mỹrtle**. This sound occurs before **r** in accented syllables, provided the **r** is not followed by a vowel or another **r** in the following syllable of the same word. This exception does not apply, however, to derived forms of verbs.

Webster's Dictionary recognizes a distinct sound in **ůrn**, **hůrl**, **tůrbid**, etc., but most people regard this as the same sound heard in **earn**, **girl**, **interred**. Indeed, the sound of **o** in **worm** is very similar, though given by Webster as **ó** in **són**.

This sound is the nearest approach in English pronunciation to the French **eu** and the German **ö** or **oe**.

**ē**, long e, as in *ēve*, *mēte*, *feet*, *key*, *machīne*. This sound of e in unaccented syllables is marked **ē** in Webster's Dictionary; as, *ēvent*, *crēate*.

**ī**, short i, as in *sīt*, *hŷmn*, *been*, *English*, *busy*, *women*. This is strictly an English sound. It is heard also in many final syllables; as, *foreign*, *surfeit*, *circuit*, *mischief*, *surface*, *village*, *captain*, *ended*, etc.

Short **i** sometimes has the force of **y** consonant. This occurs when it is closely followed by another vowel; as, *filial*, *onion*. When preceded by **c**, **d**, **t**, **s**, or **sc**, the **i** combines with the preceding consonant to produce a sound like **sh**, **j**, **zh**, or **ch**; as *vicious*, *cordial*, *captionous*, *mansion*, *vision*, *conscious*.<sup>b</sup>

**o**, or **ōō**, slender o, as in *dō*, *mōon*, *fōod*, *bōot*, *canoe*, *prove*. This sound is also represented by **ou** in *soup*, *route*, etc.

**u**, **o**, or **ōō**, medial u, as in *fōot*, *gōod*, *wōolf*, *fūll*, *put*, *wōman*.

**ū**, long u, as in *ūse*, *mūte*, *dūty*, *beauty*, *feud*, *pew*, *you*, etc. This sound as generally given is that of a diphthong, **ī-ōō**. It is modified variously, and in Webster's Dictionary the modifications are given as different sounds. Long **u** was originally the same sound as **ōō** or **ōō**. In unaccented syllables it is modified to **ū**; as, *ūnite*, *gradūate*, *sūpreme*. After **r** it becomes **ū**; as, *rūde*, *rūral*. This sound of **ū** is essentially the same as that of **ōō** in *fōod*. **U** is silent in *plague*, *rogue*, *tongue*, *gauge*, *guard*, *guess*, *guide*, *build*, etc. After **q**, **s**, or **g**, and before another vowel, **u** regularly has the sound of **w**; as, *quite*, *language*, *persuade*.

**ī**, long i, as in *īce*, *rīght*, *kīnd*, *vīe*, *gūide*, *thŷ*, *buy*. This is not a simple sound, being a running together of **ā** or **ā** and **ī**; it is really a diphthong. In unaccented syllables this sound is marked **ī** in Webster's Dictionary; as, *īdea*, *bīology*, *dīiameter*.

The first sound given in the foregoing list, that of Italian **a**, is the purest vowel sound in the English language. It may be said to be unmodified. All other vowel sounds are modifications of this. The organs of speech which modify this primal sound are the tongue and the lips.

If we observe carefully the various distinct vowel sounds which are modifications of **ā** produced by the tongue, we



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shall find them succeeding each other in the following order from open to close: —

ä, á, â, ä, ǣ, å, ā, ɪ, é, ē.

These may therefore be called the lingual vowels.

The various distinct vowel sounds produced by the lips succeed each other in the following order from open to close: —

ä, ǫ, ʊ, ɔ̄, ǭ, ǭ, ǭ.

These may be called labial vowels.

There are also certain vowel sounds which are modifications of *ä* by both tongue and lips. These are *ǔ* and *ẽ*. It is at the extremes, *ē* and *ō̄*, where vowels and consonants come nearest together. The next step toward the consonants brings us to the semivowels *y* and *w*, then the liquids *r* and *l*.

### DIPHTHONGS AND TRIPHTHONGS.

The words *diphthong* and *triphthong* are derived from the Greek *phthong* (sound), with the Greek prefixes *di-* (twice) and *tri-* (thrice).

Diphthongs are sometimes distinguished as *proper* and *improper*, or *pure* and *impure*.

A **proper diphthong** is a union of two vowel sounds in one syllable, both of which are sounded; as, *toy, rout, toil, now*.

An **improper diphthong** is a union of two vowels in one syllable, only one of which is sounded; as, *hail, vein, height, loaf*.

A **triphthong** is a union of three vowels in one syllable, forming a simple or a compound sound; as, *beau, lieu, view, eye*.

The only pure diphthongs are:—

**Oi, oy** ; as, *boil, boy* (*ā* and *ī*).

**Ou, ow** ; as, *out, bow* (*ā* or *ā* and *ōō*).

Several of the single vowel sounds consist in reality of two sounds which glide into one. The sound of *ī*, for instance, comprises *ā* or *ā* and *ī* ; also *ū*, after certain consonants, comprises *ī* or *ē* and *ōō* ; as, *few, pure, mute, bureau*, with the additional modification of the initial vowel sound by consonant *y* ; *ā* is also composed of *ē* and *ī*.

Improper diphthongs are generally called **digraphs**.

#### EXERCISE.

Describe the diphthongs and triphthongs in the following words:—

heath	taught	thou	blow
how	feud	ease	people
toy	buy	though	book
oil	boy	heel	though
thou	due	seal	caught
moon	allow	beauty	they
loyal	low	juice	foe
joy	canoe	field	law
oyster	die	say	four
voice	town	know	seal
renown	point	eat	ceiling
awe	joyful	coward	awl

The sound of a vowel in any word may be discovered by pronouncing the word very slowly, then repeating it with the omission of consonants preceding or following the vowel, then omitting all except the vowel. For example:—

*m-ī-n-d, m-ī-n, m-ī, ī ; āi-m, āī ; ē-ve, ē ; ä-r-c, ä-r, ä ; b-ō-ne, b-ō, ō ; ī-n, ī ; ā-s-k, ā-s, ā.*

## SUMMARY OF THE SOUNDS OF THE VOWELS.

The following summary exhibits all the vowel sounds recognized by Webster's Dictionary. For further variations, see Vowel Sounds, page 10.

		EQUIVALENTS.
ā,	as in <i>lāte</i> . . . . .	e, as in <i>they, veīn</i>
â,	“ “ <i>delicâte</i>	
â,	“ “ <i>câre</i> . . . . .	ê, “ “ <i>thêre</i>
ă,	“ “ <i>căn</i>	
ä,	“ “ <i>ärm</i>	
á,	“ “ <i>âsk</i>	
a,	“ “ <i>whət</i> . . . . .	ō, “ “ <i>nōt</i>
a,	“ “ <i>call</i> . . . . .	{ ô, “ “ <i>ôrb</i> au, “ “ <i>haul</i> aw, “ “ <i>draw</i>
ē,	“ “ <i>sērene</i> . . . . .	ī, “ “ <i>machīne</i>
ê,	“ “ <i>crêate</i>	
e,	“ “ <i>eight</i> . . . . .	ā, “ “ <i>āte</i>
ě,	“ “ <i>běnd</i> . . . . .	{ a, “ “ <i>many</i> u, “ “ <i>bury</i>
ê,	“ “ <i>thêre</i> . . . . .	â, “ “ <i>câre</i>
ē,	“ “ <i>fērn</i> . . . . .	{ ī, “ “ <i>gīrl</i> û, “ “ <i>hûrl</i> ÿ, “ “ <i>mÿrtle</i>
ī,	“ “ <i>bīnd</i> . . . . .	ÿ, “ “ <i>rhÿme</i>
î,	“ “ <i>īdea</i>	



EQUIVALENTS.

ī, as in <i>būt</i>	. . . . .	}	o,	as in	women
			u,	" "	busy
			ÿ,	" "	lyric
			e,	" "	English
ī, " " <i>pūque</i>	. . . . .		ē,	" "	thēme
ī, " " <i>whīrl</i>	. . . . .	}	ē,	" "	hēr
			û,	" "	bûrn
			ÿ,	" "	mÿrtle
ō, " " <i>bōld</i>	. . . . .	}	au,	" "	hautboy
			ew,	" "	sew
			eau,	" "	beau
			ow,	" "	bow
ô, " " <i>ôbey</i>					
ô, " " <i>lôrd</i>	. . . . .	}	a,	" "	call
			au,	" "	haul
			aw,	" "	draw
ô, " " <i>nôt</i>	. . . . .		a,	" "	was
o, " " <i>tomb</i>	. . . . .	}	ōō,	" "	mōon
			oe,	" "	canoe
			ou,	" "	soup
			u,	" "	rude
o, " " <i>wolf</i>	. . . . .	}	ōō,	" "	fōot
			ÿ,	" "	pull
ô, " " <i>dōne</i>	. . . . .		ÿ,	" "	ÿp
û, " " <i>refūse</i>	. . . . .	}	ew,	" "	new
			eu,	" "	feud
			ou,	" "	you
û, " " <i>ûnite</i>					

## EQUIVALENTS.

<b>u</b> , as in <i>rude</i> . . . . .	}	<i>g</i> , as in <i>tomb</i>
		<i>oo</i> , " " <i>moon</i>
		<i>oe</i> , " " <i>canoe</i>
		<i>ou</i> , " " <i>soup</i>
<b>u</b> , " " <i>push</i> . . . . .	}	<i>o</i> , " " <i>wolf</i>
		<i>oo</i> , " " <i>foot</i>
<b>û</b> , " " <i>bûrn</i> . . . . .	}	<i>ê</i> , " " <i>hêr</i>
		<i>î</i> , " " <i>sîr</i>
		<i>ÿ</i> , " " <i>mÿrtle</i>
<b>ũ</b> , " " <i>ũp</i> . . . . .	}	<i>ó</i> , " " <i>són</i>
		<i>î</i> , " " <i>bînd</i>
<b>ÿ</b> , " " <i>hÿmen</i> . . . . .	}	<i>ê</i> , " " <i>hêr</i>
		<i>î</i> , " " <i>sîr</i>
<b>ÿ</b> , " " <i>lÿric</i> . . . . .	}	<i>û</i> , " " <i>bûrn</i>
		<i>o</i> , " " <i>wolf</i>
		<i>u</i> , " " <i>pull</i>
<b>ÿ</b> , " " <i>mÿrtle</i> . . . . .	}	<i>g</i> , " " <i>tomb</i>
		<i>oe</i> , " " <i>canoe</i>
		<i>ou</i> , " " <i>soup</i>
<b>oo</b> , " " <i>foot</i> . . . . .	}	<i>oy</i> , " " <i>boy</i>
		<i>ow</i> , " " <i>cow</i>
<b>oi</b> , " " <i>boil</i> . . . . .	}	
<b>ou</b> , " " <i>out</i> . . . . .		

[The teacher should require much practice from pupils in pronouncing the vowels in the above Summary. Pupils should be required to present words containing the various vowel sounds, and these words should be carefully tested by all the class.]

The vowels may also be divided into two groups — long and short, as follows: —

LONG VOWELS.	SHORT VOWELS.
ā, as in <i>tāle</i>	ǎ, as in <i>hăt</i>
ă, “ “ <i>făr</i>	â, “ “ <i>delicâte</i>
a, “ “ <i>full</i>	á, “ “ <i>fást</i>
â, “ “ <i>câre</i>	a, “ “ <i>whăt</i>
ē, “ “ <i>thēme</i>	ě, “ “ <i>mět</i>
ē, “ “ <i>věrgē</i>	é, “ “ <i>crēate</i>
e, “ “ <i>eight</i>	ī, “ “ <i>skīp</i>
ī, “ “ <i>mīce</i>	î, “ “ <i>îdea</i>
ī, “ “ <i>pīque</i>	ó, “ “ <i>nőt</i>
ī, “ “ <i>gīrl</i>	ô, “ “ <i>ôbey</i>
ō, “ “ <i>ôld</i>	oo, “ “ <i>fōot</i>
ô, “ “ <i>lôrd</i>	o, “ “ <i>wolf</i>
oo, “ “ <i>cōop</i>	ó, “ “ <i>dône</i>
o, “ “ <i>tomb</i>	ũ, “ “ <i>ũs</i>
ū, “ “ <i>ũse</i>	û, “ “ <i>ûnite</i>
u, “ “ <i>rude</i>	u, “ “ <i>push</i>
û, “ “ <i>bûrn</i>	ÿ, “ “ <i>lyric</i>
ÿ, “ “ <i>hÿmen</i>	ÿ, “ “ <i>hÿena</i>
ÿ, “ “ <i>mÿrtle</i>	
oi, “ “ <i>boil</i>	
ou, “ “ <i>our</i>	

Certain long vowels may also be said to have correlative short vowels, as follows: —

LONG.	SHORT.
â	ě
ă	á
a	ǒ
ē	ī
oo	oo
ū	ũ

The so-called short vowel sounds indicated by ǎ, ě, î, ô, ũ, are by no means the corresponding long sounds shortened.



Pronounce the following words and name the vowel sounds:—

bär	thêre	böld	abūse
pass	dānce	pīque	chānce
bōot	bāke	brōom	bōok
pāth	tēar	hōg	pāss
rīdge	awe	taught	lime
tēar	fōught	lōrd	cāre
tāsk	gāudy	spūrn	put
ōdd	whō	cārd	

[Pupils should be required to *name* the sounds of the vowels quickly, as well as to pronounce them. The teacher will find it helpful to write the vowels on the blackboard, with their diacritical marks, and require the pupils to name them promptly. Artificial monosyllabic words may be made also by the teacher, and marked; as, *pān*, *pān*, *pān*, *pān*, *pān*. The teacher may also name the sounds and let the pupils write the letters representing the sounds, properly marked, on the blackboard; or they may be given by the pupils orally.]

#### EXERCISE.

Name the diacritical marks used in the following words, and tell the purpose of their use:—

sāme	mōw	dress	ask
són	houſe	trūce	cóme
mÿrrh	pōrch	cōrn	wash
find	ſçent	cōnvēx	wōlf
hōrn	sēat	stāre	çite
glīde	ōdd	blūe	çhāiſe
fāre	cūp	wīnd	cañon
hārd	pūrgē	wīnd	gīrl
mērcy	pūll	fārm	whēre
dō	rīſe	shōök	waſ
lāst	mÿth	poliçe	hāſ
mall	trāce	rūde	fōnd

Write the following words with the proper diacritical marks to indicate the sounds of the letters:—

word	nine	grass	choice
sin	myrrh	want	claws
trace	nice	moon	ball
now	haunch	chain	urge
verse	machine	guest	cell
use	sound	touch	bold
letters	hole	think	fringe
purse	stare	put	mirth
there	alone	eat	truth
was	coin	pull	spread
cent	hair	flea	broad
pear	tease	scowl	notch
breath	feud	soft	race
calf	sage	bridge	sieve
breathe	mercy	thirst	card
skein	myth	loose	use
eight	scorch	four	tare
eighth	lodge	gauge	wrath
sluice	cloth	two	wrap
mark	dance	yea	who
word	north	heifer	floor
chant	gait	aunt	chord
wall	fought	corpse	move
lynx	buy	shoe	bruise
soar	nut	priest	nose
plaid	name	seen	fresh
eye	sir	corps	nice
psalm	chess	canon	should
caught	tell	term	niece
man	vex	won	sum
street	sight	wash	corn
tear	love	firm	hard

**Note to the Teacher.**—The above exercise is very important. Much time should be spent on it. It will be found very interesting to

the pupils. Such study is the only way to become familiar with the sounds of words. Each pupil should have a school dictionary at his desk, and a copy of the International Dictionary should be found in every schoolroom. The correct pronunciation of many words will not be learned unless pupils are required to write them with the diacritical marks. The above list of words should be gone over again and again, and the number multiplied by additions by both teacher and pupils. Let pupils bring in lists of common words for the class to mark. Such exercises should be frequent for months.



“The study of phonetics has long been coming forward into more and more prominence as an essential part of the study of language; a thorough understanding of the mode of pronunciation of alphabetic sounds, and of their relations to one another as determined by their physical character, has become an indispensable qualification of a linguistic scholar, and he who cannot take to pieces his native utterance, and give a tolerably exact account of every item in it, lacks the true foundation on which everything else should repose.” — W. D. WHITNEY.

### THE CONSONANTS.

The difference between a vowel and a consonant is this:— a vowel represents a sound uttered without any interruption by the organs of speech, while a consonant represents the result of such interruption or obstruction. There is no well-defined difference between vowels and consonants, certain vowels possessing more or less of the nature of consonants, and certain consonants retaining a distinct vowel nature. For example, *r*, *l*, *m*, *n*, *ng*, *b*, *d*, *g*, while possessing the characteristic of consonants—the absolute closure of the oral passage—yet have the prolonged vowel sound. The words *was* and *ye* illustrate the similarity between vowels and consonants.



In whispering, the vocalization is produced by a forcing of the breath upon the organs at the place of obstruction. Many of the consonants have only this breath sound; as, *f*, *s*, *sh*, *th* (thin), *h*, *k*, *p*, *t*, *ch*. The vowel sounds in whispering are produced similarly, by friction of the breath upon the vocal cords.

#### CLASSIFICATION OF CONSONANTS.

The following classification of the consonants is arbitrary and not essential:—

**Oral.**—This term is applied to those consonants which represent sounds produced while the passage through the nose is completely closed.

**Nasal.**—The nasal consonants are *m*, *n*, *ng*, *b*, *d*, *g* hard. These are pronounced while the passage through the nose is open and that through the mouth is closed.

**Sonant.**—When the tone is only partially suppressed or weakened, the consonant is called *sonant* (sounding). Vowels are sonants with no consonantal obstruction of the tone. Sonant consonants are sometimes called *subvocals*.

**Surd.**—If there is a complete absence of tone, the consonant is called a *surd*. Most of the surds have corresponding or cognate sonants, as, *p*, *b*; *t*, *d*; *ch*, *j*; *k*, *g* hard; *f*, *v*; *th* (thin), *th* (thy); *s*, *z*; *sh*, *zh*.

As to the place of articulation the consonants may be divided into:—

**Labials**, or lip letters, *p*, *b*, *m*, *w*, *wh*.

**Dentals**, or tooth letters, *t*, *d*, *n*, *s*, *z*, and sometimes *r*. These letters being pronounced by the aid of the tongue are also called *linguals*. *Th* is usually called a dental, but as

the tongue is essential in pronouncing it, it is properly called a *lingual*, or *lingua-dental*. *F* and *v* are *labio-dentals*.

**Palatals**, made by the aid of the palate; as, *sh*, *zh*, *ch*, *j*. With these may be classed *y*, *l*, and one variety of *r*.

**Gutturals**, *k*, *g* hard, *ng*.

The following classifications are also given to consonants:—

**Mutes**.—The term “mute” is properly given only to those consonants which are pronounced without tone; as, *p*, *k*, *t*, but it is customary to include also *b*, *d*, *g* hard, among the mutes. The first are called *surd mutes*, the latter *sonant mutes*.

**Fricatives**.—These require a forced issue of the breath to overcome obstructions. *F*, *th* (thin), *s*, *sh* are called *surd fricatives*; their cognates, *v*, *th* (thy), *z*, *zh* are called *sonant fricatives*.

**Sibilants**.—*S*, *sh*, *z*, *zh*.

**Semivowels**.—*W* and *y* are called semivowels because their sounds so easily assimilate with the vowel sounds of *oo* or *oo* and *e* or *i*. *L*, *m*, *n*, *r* also sometimes have a vowel value, and are therefore called *semivowels*.

**Liquids**.—*L*, *m*, *n*, *r* are more generally called liquids because of their service as aids in the flowing together of vowel and consonant sounds; as, *barn*, *trap*, *play*, *help*, *small*, *snow*.

#### THE SOUNDS OF THE CONSONANTS.

**B**. A labial sonant mute, usually silent after *m* or before *t* in the same syllable; as, *dumb*, *debt*.

**C**. This letter has sometimes the “soft” or sibilant sound of *s*, as in *civil*, *ice*, etc., and sometimes the “hard” sound like *k* (marked *e*), as in *cat*, *corn*, etc. The soft

sound of *c* is heard before *e*, *i*, and *y*. This sound becomes sonant, like *z*, in a few words, as, *suffice*, *sacrifice*, *discern*. *C* followed by *e* or *i* and another vowel in the same syllable has the sound of *sh*; as, *ocean*, *oceanic*.

Hard *c* is found before *a*, *o*, and *u*, or a consonant, also at the end of a syllable, if not followed by *e* or *i*; as, *cave*, *cove*, *cup*, *acrid*, *arc*; by exception also in *sceptic* and *scirrous*. *C* is silent in *czar*, *victuals*, *indict*, *muscle*, etc.

**D.** A dental, or sonant mute. It has the sound of *t* when preceded by a surd in the same syllable; as, *worked*, *kissed*, etc. It is silent before *g* in the same syllable; as, *badge*, *judge*, *wedge*, also in *Wednesday*, *handkerchief*, *handsome*.

**F.** A labio-dental, or surd fricative. It is represented by *gh* in *laugh*, *ph* in *photograph*, and has the sound of *v* in *of*.

**G.** The hard sound of *g* (marked  $\bar{g}$ ) is a guttural sonant mute. *G* hard is used before *a*, *o*, *u*, *l*, *r*, *s*, and at the end of a word; as, *gave*, *gone*, *gun*, *glad*, *grow*, *rag*. By exception *g* is hard before *e*, *i*, *y* in a few words; as *get*, *give*, *muggy*. *G* at the end of a word is always hard, also when before a final letter doubled in derivatives, even though followed by *e*, *i*, or *y*; as, *bag*, *baggy*, *drug*, *druggist*.

The soft sound of *g* (marked  $\acute{g}$ ) is the same as the sound of *j*. It is a diphthongal consonant; as in *gem*, *cage*. This sound is found before *e*, *i*, and *y*, also before *a* in *gaol*. It is represented by *dj* in *judge*, *badge*, etc.

In words from the French *g* retains the sound of *z* or *zh*; as in *rouge*, *mirage*, *cortege*, etc.

It is silent before *m* or *n* final and when initial before *n*; as, *phlegm*, *sign*, *gnat*; also in the digraph *ng*; as, *sing*, and in *seraglio* and *bagnio*.

**H** is sometimes called an *aspirate*. When used alone and sounded, it is purely a breath sound. It does not have this nature in the digraphs *ch, sh, gh, ph, th*. It is silent when preceded by *g* or *r* in the same syllable; as, *ghost, ghastly, rhetoric, rhyme*, etc.; also in *heir, herb, honest, honor, hour*, and their derivatives; also in *asthma, isthmus, Thomas, Thames, phthisic, khan*, and *John*; sometimes also in *hostler, humor, humble*, and their derivatives. *H* final is silent when preceded by a vowel in the same syllable; as, *ah, oh, Sarah, Jehovah*. *H* is farthest removed from the vowels, or vocality.

**J** is equivalent in sound to *g* soft, or *dg*, hence is a redundant letter. It is a diphthongal consonant, compounded of *d* and *zh*. The sound is represented by *ge* in *surgeon*, etc.; by *gi* in *region*, etc.; by *di* in *soldier*, etc.; by *de* in *grandeur*, etc.; and by *d* in *verdure*, etc.

**K**. A guttural surd mute. Its sound is the same as that of hard *c, ch, gh*. It is silent before *n* in the same syllable; as in *knock, knit*. It is sometimes represented by *ck*, as in *back*; and by *lk* after *a* or *o*, as in *talk, folk*.

**L**. A liquid. It is silent in such words as *would, could, should, balm, half, salve, talk, folk*, and their derivatives.

**M**. A labio-nasal consonant. At the beginning of a syllable and followed by *n* it is silent; as in *mnemonics*.

**N**. A dento-nasal or lingual-nasal consonant. Final *n* after *m* is silent; as in *hymn, solemn*, etc., and generally in participles derived from such words as *condemning, damned*. *N* is silent in *kiln*.

*N* often has the sound of *ng* (marked  $\eta$ ); as in *anger, uncle, congress, conquer, prolongation, ink, thank, anxious*, etc.



**P.** A labial surd mute. It is silent as initial before *n*, *s*, *sh*, and *t*; as in *pneumatics*, *psalm*, *pshaw*, *ptarmigan*; also in *raspberry*, *receipt*, *sempstress*, *corps*, and their derivatives.

**Q** is always followed by *u*, and the two together have the sound of *kw*, as in *queen*. **Q** is therefore a superfluous letter. In a few words from the French *qu* has the sound of *k*, as in *coquette*; also *que* in *antique*, *burlesque*, etc.

**R** partakes somewhat of the nature of a dental, a palatal, and a vowel.

As a dental it occurs before a vowel in such words as *rise*, *try*, *oral*, etc., also with vowels or consonants produced near the front of the mouth; as, *fear*, *preach*, *trace*, *hurt*, etc. By some people it is slightly trilled.

As a palatal it is found in such words as *ärm*, *raw*, *ûrn*, *rōar*, *crÿ*.

**R** with a vowel nature is never followed by a vowel sound. It is heard in *fern*, *ever*, *war*, *farm*, *more*, *here*, *care*, *worm*, etc., where it resembles the sound of *û* or *ÿ*, or is a prolongation of the vowel preceding. So slight is the consonant force of the letter in such words that some inaccurate people in New England and the South almost wholly omit the sound in pronunciation. The same careless people are apt to add *r* after final *a* if the next word begins with a vowel sound; as, *his idea(r) of it*. The Chinese find it difficult to utter this sound and usually substitute *l* for *r*; as, *Amelican* for *American*.

**S** is a sibilant, either surd or sonant. As a surd: *sip*, *surd*, *sock*, *lisp*, etc. As a sonant it has the sound of *z* (marked *ſ*); as in *is*, *runs*, *resolve*, etc. The sonant **s** is

often found in verbs whose cognate nouns have surd *s*; as, *rise, use*, etc.

*S* is sometimes sounded like *sh*; as in *version, sure, sugar*, etc.; and like *zh*; as in *vision, pleasure, leisure*, etc. It is silent in *isle, aisle, island, demesne, viscount*.

*T* is a dental surd mute. *T* followed by *i* and another vowel often assumes the sound of *sh*; as in *portion*. *T* is silent in *mortgage, Matthew, hautboy, chasten, fasten, often, listen, castle, gristle, chestnut, Christmas*, etc.; also before *ch* in the same syllable; as in *match, fetch, hitch*, etc.

*V* is a labio-dental sonant fricative. Its correlative surd is *f*.

*W* is a labial sonant fricative. When sounded, it is always followed by a vowel in the same syllable, and has much of the vowel nature. It is therefore called a semi-vowel. It is closely related to  $\bar{o}o$  or  $\bar{o}\bar{o}$ . In such usage it is sometimes represented by *u*; as in *quite, quail, quince, language, persuade*, etc. It is silent after a vowel in the same syllable, also before *r* in the same syllable, and in *answer, sword, toward, two, who, whom, whoop*, etc.

*X* is both surd (*ks*) and sonant (*gz*). As a surd: *box, exit, exhibit*, etc. As a sonant: *exist, exalt, exhort*, etc. *X* sonant occurs most frequently when followed by an accented syllable beginning with a vowel or silent *h*. *X* has the sound of *z* at the beginning of words; as, *Xenophon*.

*Y* consonant is a palatal sonant fricative. Like *w* it is a semivowel, being closely related to *e* or *i*. In certain words these vowels still remain; as in *poniard, onion, familiar, lineal, grandeur*. It also forms a part of the vowel  $\bar{u}$  (*use*). *Y* as a consonant occurs only at the beginning of a syllable.

**Z** is a sonant fricative, also a sibilant. Its corresponding surd is *s*.

The redundant letters are *c, j, q, x*, since they have no sounds of their own.

SUMMARY OF THE CONSONANT SOUNDS.

	EQUIVALENTS.										
<b>b</b> , as in <i>boy</i>											
<b>e</b> , " " <i>eat</i> . . . . .	<table style="display: inline-table; vertical-align: middle;"> <tr><td style="font-size: 3em; vertical-align: middle;">{</td><td><i>eh</i>, as in <i>echo</i></td></tr> <tr><td></td><td><i>k</i>, " " <i>king</i></td></tr> <tr><td></td><td><i>gh</i>, " " <i>hough</i></td></tr> <tr><td></td><td><i>qu</i>, " " <i>coquette</i></td></tr> </table>	{	<i>eh</i> , as in <i>echo</i>		<i>k</i> , " " <i>king</i>		<i>gh</i> , " " <i>hough</i>		<i>qu</i> , " " <i>coquette</i>		
{	<i>eh</i> , as in <i>echo</i>										
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	<i>ps</i> , " " <i>psalm</i>										
<b>d</b> , " " <i>do</i>											
<b>f</b> , " " <i>fan</i> . . . . .	<table style="display: inline-table; vertical-align: middle;"> <tr><td style="font-size: 3em; vertical-align: middle;">{</td><td><i>gh</i>, " " <i>laugh</i></td></tr> <tr><td></td><td><i>ph</i>, " " <i>photograph</i></td></tr> </table>	{	<i>gh</i> , " " <i>laugh</i>		<i>ph</i> , " " <i>photograph</i>						
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	<i>ph</i> , " " <i>photograph</i>										
<b>ġ</b> , " " <i>give</i> . . . . .	<i>gh</i> , " " <i>ghost</i>										
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	<i>qu</i> , " " <i>coquette</i>										
<b>l</b> , " " <i>lamb</i>											
<b>m</b> , " " <i>man</i>											
<b>n</b> , " " <i>not</i>											

EQUIVALENTS.

p,	as in	<i>put</i>																													
q,	" "	<i>quench</i>																													
r,	" "	<i>run</i>																													
s,	" "	<i>sun</i> . . . . .	<table border="0"> <tr> <td>{</td> <td><i>ps,</i></td> <td>as in</td> <td><i>psalm</i></td> </tr> <tr> <td></td> <td><i>sch,</i></td> <td>" "</td> <td><i>schism</i></td> </tr> <tr> <td></td> <td><i>ç,</i></td> <td>" "</td> <td><i>receive</i></td> </tr> <tr> <td></td> <td><i>sc,</i></td> <td>" "</td> <td><i>scene</i></td> </tr> </table>	{	<i>ps,</i>	as in	<i>psalm</i>		<i>sch,</i>	" "	<i>schism</i>		<i>ç,</i>	" "	<i>receive</i>		<i>sc,</i>	" "	<i>scene</i>												
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t,	" "	<i>top.</i> . . . . .	<table border="0"> <tr> <td>{</td> <td><i>th,</i></td> <td>as in</td> <td><i>thyme</i></td> </tr> <tr> <td></td> <td><i>ed</i></td> <td>final after a surd,</td> <td>as in <i>whipped</i></td> </tr> </table>	{	<i>th,</i>	as in	<i>thyme</i>		<i>ed</i>	final after a surd,	as in <i>whipped</i>																				
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	<i>ph,</i>	" "	<i>nephew</i>																												
w,	" "	<i>was</i> . . . . .	<i>u,</i> " " <i>queen</i>																												
x,	" "	<i>box</i>																													
y,	" "	<i>yes</i> . . . . .	<i>i,</i> " " <i>union</i>																												
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ng,	" "	<i>ring</i> . . . . .	<i>n</i> before palatals, as in <i>finger</i>																												
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th,	" "	<i>thin</i>																													
th,	" "	<i>this</i>																													
wh,	" "	<i>when</i>																													



EQUIVALENTS.		
zh, as in <i>azure</i> . . . . .	}	s, as in <i>erasure</i>
	}	si, " " <i>fusion</i>
	}	g, " " <i>rouge</i>
	}	zi, " " <i>glazier</i>

**Cognate** sounds are those which are uttered by the same organs of speech similarly placed. The letters representing cognate sounds are called cognate letters. There are nine pairs of cognates, a pair consisting of a surd and a sonant, as follows:—

**p, b ; f, v ; t, d ; th, th ; k, g̃ ; s, z ; sh, zh ; ch, j ; wh, w.**

The sounds of the consonants may be found by the same process as that employed to find the sounds of vowels. For example:—

**ō-ī-d, ī-d, d ; t-ē-ll, ē-ll, ll ; r-ă-t, r-ă, r ; b-ě-d, b-ě, b.**

The sounds of the consonants should be thoroughly learned. The teacher should give the class daily drills in pronunciation until every pupil is able to give any sound called for, without hesitation. Let the pupils imitate the teacher, not only in *pronouncing* the sounds of the letters, but in *forming* them. Cultivate a flexibility of the lips, and a free movement of the jaw in producing the sounds of letters.

The teacher should give such exercises in pronunciation as will enable the pupil to detect the several sounds of any word. For example, prolong for some seconds the sounds indicated by the capital letters:—

**seeM, raiN, loNG, seaL, wiTH, iS, Ate, At, On, EEI, End, All, IOse, bOIl, thuS, sAy, bAH, Bah, Lah, Sah, Mah, jAW, Go, eMber, subMit.**

#### DIGRAPHS AND TRIGRAPHS.

The words **digraph** and **trigraph** are from the Greek root *graph*, meaning *to write*, with the prefixes *di-*, *twice*, and *tri-*, *thrice*. These words have much the same meaning as *diphthong* and *triphthong*. A true digraph is one in which two

letters represent a separate and distinct sound; as, *th* in *thin*. The words *digraph* and *trigraph* are applied to combinations of vowels or consonants, while *diphthong* and *triphthong* are used only in case of vowels.

The following are some of the combinations most frequently met with: —

VOWELS. — Italian *a*; as *ea* in *hearth*, *au* in *haunt*, *ua* in *guard*.

Broad *a*; as *au* in *haul*, *aw* in *draw*, *ou* in *bought*, *ao* in *extraordinary*, *eo* in *georgic*.

Long *e*; as *ee* in *feet*, *ea* in *beam*, *ei* in *deceive*, *eo* in *people*, *ey* in *key*, *æ* in *Cæsar*, *ie* in *field*, *ay* in *quay*, *œ* in *Phœbus*, *ue* in *Portuguese*.

Long *a*; as *ei* in *eight*, *ey* in *prey*, *ai* in *pain*, *ay* in *day*, *ao* in *gaol*, *au* in *gauge*, *ea* in *break*.

Short *e*; as *ea* in *feather*, *ei* in *helper*, *eo* in *leopard*, *ie* in *friend*, *æ* in *dæresis*, *ue* in *guess*, *ai* in *said*.

Medial *a*; as *ai* in *pair*, *ei* in *heir*, *ay* in *prayer*.

Short *a*; as *ai* in *plaid*, *ua* in *guaranty*.

Long *i*; as *ie* in *vie*, *ui* in *guile*, *ei* in *helght*, *ai* in *aisle*, *uy* in *buy*, *oi* in *choir*, *ye* in *rye*, *eye*, *ay* in *aye* (*yes*).

Short *i*; as *ui* in *build*, *ie* in *sieve*, *ee* in *breeches*, *ei* in *foreign*, *ia* in *parliament*, *oi* in *tortoise*, *ai* in *certain*, *uy* in *plaguy*.

*ōō*; as *oe* in *canoe*, *ou* in *group*, *ui* in *recruit*, *eu* in *rheum*, *ew* in *drew*, *œu* in *manœuvre*.

Long *u*; as *eau* in *beauty*, *eo* in *feodal*, *eu* in *feud*, *ew* in *pew*, *ieu* in *lieu*, *iew* in *view*, *ue* in *cue*, *ui* in *suit*, *ou* in *you*, *ewe*.

Short *u*; as *ou* in *pious*, *oi* in *porpoise*, *eo* in *dungeon*, *ou* in *couple*, *iou* in *gracious*.

Short *o*; as *ow* in *knowledge*, *ou* in *hough*.

Long *o*; as *oa* in *roan*, *oe* in *foe*, *ou* in *shoulder*, *ow* in *grow*, *eo* in *yeoman*, *eau* in *beau*, *au* in *hautboy*, *oo* in *door*, *ew* in *sew*, *owe*.

CONSONANTS. — *Ch*, as in *child*, *church*, etc. This sound may be represented by *tsh*. It is the same as *tch* in *watch*, *hatch*, etc. In *spinach* it has the sound of *j*. In *question*, *Christian*, etc., it is represented by *ti*; in *righteous* by *te*; in *nature*, *literature*, etc..

by **t**. In words from the French **ch** retains the sound of **sh** (marked **ch**); as in **chaise, machine, mustache**, etc. **Ch** has the sound of **k** (marked **ch**) in words derived from the Greek or Hebrew; as in **chorus, echo, character, architect, Nebuchadnezzar, Enoch**.

EXCEPTIONS: **church, chart, Rachel, cherub, archbishop, arch-deacon, archduke**, etc. In the prefix **arch-**, **ch** is hard before a vowel and soft before a consonant. **Ch** is silent in **drachm, schism, yacht, fuchsia**.

**Gh** at the beginning of a word has the sound of **g** hard; as in **ghost**. It is silent: After **i**, as in **high, straight, eight**, etc.; before **t** in the same or following syllable, as in **bought, caught, daughter**, etc.; often after **au** or **ou**, as in **overslaugh, dough, though, bough**, etc. In **draught** it has the sound of **f**; also usually after **au** or **ou** at the end of a syllable; as in **laugh, cough, enough**. In **hough, lough, shough**, it has the sound of **k**. In **hiccough** it has the sound of **p**.

**Ng** represents a simple gutturo-nasal sound. It occurs only at the end of a syllable, as in **long**; or with **ue** added at the end, as in **tongue**. In the participial ending **-ing**, the **g** is sometimes omitted in pronunciation by careless people; as **lickin', comin'**, etc. The sound of **ng** is represented by **n** before palatals; as in **drink, finger**.

**Ph** occurs chiefly in words of Greek derivation, and has the sound of **f**; as in **philosophy**, etc. In **Stephen** it has the sound of **v**. In **nephew** most orthoepists give it the sound of **v**. In **naphtha, diphthong, triphthong, ophthalmy**, etc., it is sometimes pronounced as **p**.

**Rh** has the sound of **r** alone in **rhetoric, rheumatism**, etc.

**Sh** is a surd sibilant. Its correlative sonant is **z (zh)**; as in **azure**. The same sound is sometimes represented by **si**, as in **fusion**; by **g**, as in **rouge, mirage**, and other French words.

**Th** is both surd and sonant. As a surd: **thin, thing, breath**, etc. As a sonant (marked **th**): **the, this, with, breathe, father**. In some nouns it is surd in the singular and sonant in the plural; as **bath, baths; cloth, cloths**; also **breath, breathe; wreath, wreathe; bath, bathe**. **Th** has the sound of **t** in **thyme, Thomas, Thames, Esther**. It is silent in **isthmus** and **asthma**. The French and Germans find it difficult to utter this sound and are apt to substitute **d** for it; as, **dat** for **that**.

**Wh** is pronounced as if it were written **hw**. It is incorrectly pronounced by some without the sound of **h**; as **wen** for **when**.

## PRONOUNCING EXERCISE.

Pronounce very distinctly the following words, and tell the sound of each letter. Pronounce the letters separately, then pronounce them backward, omitting all silent letters.

ánt	soup	police	squad
būt	dröp	căn	lose
chōose	väunt	deign	äunt
īs	tāl	cătch	ědge
nūdge	mōrn	wōrse	báth
this	sound	nāme	běst
squash	tóngue	gorý	bröök
mūte	shōrt	long <sup>1</sup>	pūre
ravine	rude	mōurn	balđ
it	wash	tāil	like
cōrk	fruit	wōlf	pāstor
ōr	fāir	mōan	its

It is a good exercise to change the spelling of words as many ways as possible without changing the pronunciation; as,—

Kāte	eeight	cat	çōle
cāt	sāt	soul	soal
eait	çăt	sōl	sōle
cāte	cōt	çōl	çoal

## EXERCISES IN PRONUNCIATION.

The following words may be used for practice in pronunciation, accent, articulation, or the use of diacritical marks. Make free use of the dictionary to determine uncertainties.

<sup>1</sup> The sound of *o* in such words as *long*, *soft*, *dog*, *cross*, *god*, etc., is a modification of *ö*, approaching *a*. In Webster's Dictionary it is marked *ö*, but it is neither customary nor proper to give these words the short sound of *o*.



teach	for	spelling	conquered
oval	next	combine	explain
with	must	exercise	wandering
work	used	awaken	recollection
more	lesson	interest	philology
move	marks	practical	department
train	should	educate	primitive
ear	syllable	recitation	significance
speech	accent	orthography	repentance
while	diacritical	assign	fascinate
brand	derivation	dictionary	strength
word	pronounce	prepare	beautiful
close	pronunciation	review	language
seem	opinion	consonant	preface
time	author	parallel	constitution

## SYLLABICATION.

Every word consists of one or more syllables. Before attempting to pronounce a word it is well to notice the syllables of which it is composed. Syllables make words as links make a chain; by taking them one at a time we get the whole word. A word is only a succession of syllables, as each syllable is a succession of letters. Having learned the sounds of letters, we may group two or more letters into a syllable and pronounce them quickly in succession; in the same way, pronouncing a succession of syllables gives us the pronunciation of a word. Any word, however long, may thus be pronounced easily by pronouncing its successive syllables, and no word need be regarded as difficult to pronounce, if we only know how to pronounce letters and syllables.

Each syllable contains one or more vowels; the consonants are attached to the vowels, and the separation of

syllables is determined chiefly by euphony. No word with only one vowel can have more than one syllable. Bear in mind that the basis of syllabication is in pronunciation, not in etymology.

Any long vowel, also **ä**, **ą**, **oi**, **ou**, followed by a single consonant (except **n**, **l**, or **v**, followed by **i** with a **y** sound, as, **äl-ien**, **gēn-ius**, **behāv-ior**), or by any two consonants which may begin a word (except **st**), is separated from the following consonant in syllabication; as, **pō-ker**, **mā-son**, **wa-ter**, **poi-son**, **hās-tý**, **mā-tron**.

But if the vowel has its short sound, the following consonant is joined with it in syllabication; as, **pōl-i-cy**, **rēl-ish**. This is true also of **á** and **u**, or **oo**, when accented, but not when unaccented; as, **di-á-dem**, **fru-ǵál'-i-tý**.

Short **i** is sometimes separated from a consonant following, and sometimes draws the consonant to itself, especially in initial syllables, and when followed by **s** and another consonant; as, **ám'-i-tý**, **im-ǵg'-ine**, **dīs-ease'**, **mīn'-is-ter**.

The **r** following **â**, **ē**, **ī**, **ô**, **û**, is always joined with its vowel preceding; as, **pâr'-ēnt**, **sēr'-vánt**.

If two vowels come together, not forming a diphthong, they must, of course, be separated in syllabication; as, **á-ē'-rī-ál**.

When two or more consonants come together, the division follows the above rules. But no combination of consonants can begin a syllable which cannot begin a word, hence one or more of a group of consonants may go with the preceding vowel and the others with the following; as, —

chil-drēn	áč-trěss	pām-phlět	ǵn-thrā-cite
vēr-dure	ān-ǵěl	ěn-dūre	ě-lěc-trī-ci-tý
fāl-crūm	ăt-mōs-phēre	cōš-mō-pōl-i-tǵn	hōs-píce

In derivative and compound words syllabication comes regularly between the parts; as, —

de-pend-ence	as-sist-ant	com-mend-able	hōpe-less
hōld-ing	build-er	re-tro-spect-ive	pro-gress-ive
con-sist-ent	pa-tri-arch-al	māk-er	trūst-ý
trans-mit	u-ni-fy	per-sist	en-trust

But if the spelling, pronunciation, or accent is changed in the derivative word, or if the meaning of the parts is changed in the derivative; that is, if the derivation is not plainly apparent, the division of syllables may vary; as, —

**prēs-ī-dēnt**, from **prē-side**; **prōc-lā-mā-tion**, from **pro-claim**; **trūs-tee**, from **trust**.

#### RULES FOR THE DIVISION OF WORDS INTO SYLLABLES.

The principles of syllabication have already been given, but for the sake of easy reference the following rules are formulated: —

**RULE I.** If the parts forming a compound word retain their original meanings, they are separated in syllabication; as, —

**stove-pipe, hat-rack, mouse-trap.**

**RULE II.** Prefixes and suffixes are usually separated from the body of the word with which they are used; as, —

**sweet-ish, vig-or-ous, trans-act, lead-er, visit-ing, wast-ing, post-age, east-ern, grasp-ing, wasp-ish, mak-er, baptiz-ing.**

When a suffix causes a doubling of the final consonant, the syllables are divided between the consonants; as, **glad-den, rob-ber, begin-ning, allot-ted.**

**RULE III.** When two or more letters, whether vowels or consonants, represent a single sound, — that is, diphthongs, digraphs, and trigraphs, — they are not to be separated in syllabication; as, —

**ea** in **tear-ing**, **ss** in **caress-es**, **ng** in **sing-er**, **gh** in **laugh-ing**.

In such words as **pas-sion, ex-pres-sion, mis-sion, pres-sure, is-sue**, etc., the double **s** is divided, because it does not represent a single sound. (See also Rule VII.)

RULE IV. Two vowels coming together and sounded separately belong to separate syllables; as, —

**a-orta, curi-osity, a-eri-al, moi-ety, ortho-epy.**

RULE V. A short accented vowel retains the following consonant; as, —

**capăc'-ity, măg'-ic, hăb'-it, lřv'-id, pŭn'-ish.**

1. In other cases **e** soft and **g** soft (except in **dg = j**) go with the vowel following; as, **ra-ging, enti-çing, rava-ger, delu-ging, acknowlĕdg-ing.**

2. When **c, t, s, z, sc, g,** or **d** unites with a following **i, e,** or **u,** producing the sound of **sh** or **zh, ch** or **j,** these consonants go with the following vowel; as, **na-tion, physi-cian, so-cial, spe-cial, o-cean, gra-cious, con-science, gla-zier, vi-sion, coura-geous, ques-tion, ambi-tion, reli-gion, sol-dier, offi-cial, man-sion.**

**Note.** — If the preceding vowel is short and accented, and no other consonant intervenes, these consonants are joined with the preceding vowel; as, **ăz'-ure, plĕas'-ure, năt'-ural, ĕd'-ucate, schĕd'-ule.**

RULE VI. **X** (= **ks** or **gz**), **r** preceded by **ă** or **ĕ** (or an equivalent), **l** or **n** or **v** followed by **i** consonant, must be joined to the preceding vowel; as, —

**anx-ious, complex-ion, pâr-ent, fair-est, avĕr-age, genĕr-al, timor-ous, fol-io, al-ien, gen-ius, un-ion, sav-ior, Span-iard.**

RULE VII. Combinations of consonants which cannot begin a word cannot begin a syllable. Except in the case of derivatives, syllabication occurs between the consonants; as, —

**an-gĕl, sym-bol, con-vul-sive, rob-ber, mil-lion, at-tack, ban-ner, cam-bric, fer-tile, oc-tave, min-strel.** (See Rule V., 2.) But **bank-er, dress-es, ebb-ing, tell-ing.** (See Rule II.)

RULE VIII. A single consonant or a consonant digraph between two vowels is joined with the second; as, —



**fa-vor, wa-ter, beau-ti-ful, ro-ta-to-ry, fa-ther, fe-ver, vi-tal, ho-ly, du-ty.**

*Exception 1.* When the first vowel is short and accented; as, **lĭv'-id, prŏph'-et, hăb'-it, acăd'-emy, pŭn'-ish, ep-idēm'-ic.** (See Rule V.)

*Exception 2.* When the first vowel is in an initial syllable or prefix; as, **im-agine, in-augurate, en-amor.**

*Exception 3.* When the first vowel has a short or obscure sound, and especially when it is in an unaccented root syllable; as, **vision-ary, systēm-atic, visĭt-ation, novĕl-ist.** (See Rule II.)

*Exception 4.* When the first vowel is long and the case falls under Rule II. or Rule VI.; as, **hăt-ing, promŏt-er, gĕn-ius, convĕn-ient.**

**RULE IX.** Combinations of consonants which can begin a word are joined to the following vowel when the preceding vowel is long; as, —

**hā-tred, hŷ-dra, bū-gler, ō-blige, vī-brā-tion, ā-croctic, rĕspect, fā-ble, trī-ble.**

*Note.* — Usually *st*, *str*, and *sp* are divided in syllabication; as, **has-ty, Eas-ter, pas-try, mas-ter, aus-tere.** (See, however, Rule II.)

If the preceding vowel is short, the first consonant must be joined to it; as, **Āf-rican, tăb-let, pĕt-rify, săc-rament, jăs-per, prŏclamation, ōb-lation.**

**RULE X.** Final *le*, and French derivatives in *re*, when preceded by a consonant other than *l* or *r*, draw the preceding consonant into the final syllable; as, —

**trou-ble, tic-kle, han-dle, star-tle, sa-bre, fi-bre, me-tre, lus-tre.**

It is important to understand the rules of syllabication not only for the purpose of exact pronunciation, but also in order that we may divide words correctly at the end of a line, when, from want of space, part of a word must be carried over to the beginning of the next line.

It is never proper to divide a word at the end of a line except between two syllables, and there may also be some

choice between the syllables. A compound word should be divided only between the parts of which it is composed; as, *common-wealth* (not *com-monwealth*), *twenty-two* (not *twen-ty-two*).

If the pronunciation of a word is rendered doubtful by division at the end of a line, it is better to carry the whole word to the next line; for example, *ac-id*, *doc-ile*, *lur-ing*, *reg-ister*, *por-ing*. No letter or combination of letters can begin or end a syllable which cannot begin or end a word; hence no syllable can begin with *x* and none can end in *j*; as, *ma-jes-ty*, *pre-ju-dice*.

*Q* must not be separated from the *u* which always follows it; as, *an-ti-qui-ty*, *li-quid*, *re-qui-si-tion*.

#### EXERCISE.

Separate the following words into syllables, and give the rule for each one:—

<b>rapid</b>	<b>philosophy</b>	<b>antithesis</b>	<b>synonym</b>
<b>letter</b>	<b>educate</b>	<b>answering</b>	<b>primitive</b>
<b>consonant</b>	<b>microcosm</b>	<b>discriminative</b>	<b>dangerous</b>
<b>pronunciation</b>	<b>syllabication</b>	<b>considerable</b>	<b>paragraph</b>
<b>syllable</b>	<b>reference</b>	<b>unhesitatingly</b>	<b>retrograde</b>
<b>meaning</b>	<b>continually</b>	<b>imagination</b>	<b>analyze</b>
<b>determine</b>	<b>dictionary</b>	<b>confusion</b>	<b>separating</b>
<b>uttered</b>	<b>accurate</b>	<b>pictures</b>	<b>disability</b>

#### ACCENT.

**Accent** is an extra stress of voice on one syllable of a word of two or more syllables. In words of four or more syllables there is often a *primary* and a *secondary* accent, producing a rhythmic pronunciation. The natural tendency is

to place the primary accent on the root of a word. Derivatives also usually retain the accent of their primitives.

As a rule, words of two syllables are accented on the penult, and words of more than two syllables on the antepenult, but the exceptions are very numerous.

Dissyllabic nouns often have their penults accented, while verbs of the same spelling are accented on the final syllable. Adjectives also follow nouns in this respect, but are distinguished from them by being accented on the final syllable when there is no verb of the same spelling.

NOUN.	VERB.	NOUN.	VERB.
ab'stract	abstract'	gal'lant	
ac'cent	accent'	adj. gallant'	
Au'gust		in'cense	incense'
adj. august'		in'crease	increase'
cem'ent	cement'	in'stinct	
com'pact		adj. instinct'	
adj. compact'		in'sult	insult'
com'pound	compound'	ob'ject	object'
com'press	compress'	per'fume	perfume'
con'duct	conduct'	per'mit	permit'
con'flict	conflict'	pre'fix	prefix'
con'test	contest'	pre'mise	premise'
con'tract	contract'	pres'ent	present'
con'trast	contrast'	prod'uce	produce'
con'verse	converse'	proj'ect	project'
con'vert	convert'	pro'test	protest'
con'vict	convict'	rec'ord	record'
es'cort	escort'	sur'vey	survey'
ex'port	export'	tor'ment	torment'
ex'tract	extract'	trans'fer	transfer'

Words derived from the Greek or the Latin, with little or no change in spelling, accent the penult if dissyllables.

In words of more than two syllables the accent falls on the penult if that is long, otherwise on the antepenult.

Many dissyllables of French origin retain their accent on the final syllable; as, *unique'*, *fatigue'*, *caprice'*, *machine'*.

When we wish to emphasize a certain syllable of a word, such emphasis is allowed to override the regular accent; as, "*he must in'crease, but I must de'crease*"; *fif'teen*, *six'teen*, *sev'enteen*, in counting, but *fifteen'*, *sixteen'*, *seven-teen'*, in answer to the question, "How many?" *bear and for'bear*, *jus'tice and in'justice*, *ex'terior and in'terior*. This emphasis of a syllable is less frequent than the emphasis of a word or a phrase.

In dissyllabic compounds both syllables are pronounced with some degree of stress; as, *song'-birds*, *house'-top*, *horse'-rake*. Some other words are similarly pronounced; as, *ab'scess*, *fare-well'*, *con'quest*, *ac'cess*.

In general, long vowels and diphthongs are more prominent in pronunciation than short vowels; that is, they never become so wholly obscure in pronunciation. The tendency of uneducated people is to corrupt the sounds of vowels in unaccented syllables. Walker, the lexicographer, says, "There is scarcely anything more distinguishes a person of mean and good education than the pronunciation of the unaccented vowels. When the vowels are under the accent, the learned and the ignorant, with very few exceptions, pronounce them in the same manner, but the unaccented vowels in the mouth of the former have a distinct, open, and specific sound, while the latter often totally sink them, or change them into some other sound. Those, therefore, who wish to pronounce elegantly must be particularly



attentive to the unaccented vowels, as a neat pronunciation of these forms one of the greatest beauties of speaking."

## EXERCISE.

Pronounce the following words and tell whether the accent is on the first or second syllable: —

common	instead	condor	sudden
hammer	consent	inquest	attack
whether	upon	duplex	eclipse
condign	nothing	under	relax
approve	happen	over	border
rudely			

Which syllable of the following words is accented? —

advertisement	professional	following	triangular
horseshoe	industry	subdued	imitate
revolution	anecdote	entire	primeval
sinister	utterance	derivative	reference
syllable	audience	particular	superstructure
associate	evident	recommend	contrary
primary			

Write the following words and mark the primary accent by an oblique stroke, and the secondary accent by two oblique strokes, thus: su''perstruct'ure. At least one syllable must intervene between the primary and the secondary accent.

lemonade	characteristic	confederated
magnifier	incomprehensible	imposition
affability	incomprehensibility <sup>1</sup>	condescension
undertake	extraprofessional	gravitation
contradict	parliamentary	identification
disrepute		

<sup>1</sup> In some long words there may be a tertiary accent.

Name the following figures, placing the accent as if each figure were a syllable: —

<b>1/2</b>	<b>123'</b>	<b>1234'</b>	<b>1'234/5</b>
<b>12'</b>	<b>1'23/4</b>	<b>123/4</b>	<b>1'23/45</b>
<b>1'23</b>	<b>12/34</b>	<b>1'234'</b>	<b>12/34'56/78</b>
<b>12/3</b>	<b>1'234</b>	<b>12'345</b>	

### ARTICULATION.

There is no surer sign of a poor education than slovenliness in pronunciation, and no better indication of good scholarship than accuracy in pronunciation. In order to pronounce words accurately one must carefully articulate each sound contained in the words. Carelessness in pronunciation is a sign of inaccuracy in scholarship.

Words should drop from the lips as beautiful coins newly issued from the mint, deeply and accurately impressed, perfectly finished, neatly struck by the proper organs, distinct, sharp, in due succession, and of due weight. — AUSTIN.

It is not possible to pronounce words distinctly and correctly without a thorough familiarity with the elementary sounds and much practice in combining those sounds into words. Without practice it is not easy to distinguish between sounds differing but little from each other, or to express them both distinctly and accurately.

The following are examples of some common faults of articulation: —

<b>CORRECT.</b>	<b>INCORRECT.</b>	<b>CORRECT.</b>	<b>INCORRECT.</b>
<b>every</b>	<b>ev'ry</b>	<b>participle</b>	<b>part'ciple</b>
<b>fellow</b>	<b>feller</b>	<b>terrible</b>	<b>turruble</b>
<b>desperate</b>	<b>desp'rate</b>	<b>comfortable</b>	<b>comf'table</b>
<b>history</b>	<b>hist'ry</b>	<b>circular</b>	<b>circ'lar</b>
<b>memory</b>	<b>mem'ry</b>	<b>yellow</b>	<b>yeller</b>
<b>forever</b>	<b>f'rever</b>	<b>catch</b>	<b>ketch</b>

CORRECT.	INCORRECT.	CORRECT.	INCORRECT.
just	jest	whether	wether
boil	bile	playing	playin'
since	sense	February	Febuary
regular	reg'lar	handful	han'ful
I don't know	I d'no	antip'-o-des	an'-ti-podes
mountain	mount'n	ex-tem'-po-re	extem'-pore
present	presn't	cranberry	cramberry
shrink	srink	window	windur
trough	troth	scarce	scurs

## EXERCISES IN ARTICULATION.

Pronounce the following words very carefully, articulating the sounds with great care:—

elegant	captain	exorbitant	unnecessarily
handsome	aerial	corridor	trousseau
shrimps	American	admiralty	presentiment
substitute	auxiliary	decorous	organization
expect	eminent	equation	homœopathy
mountain	constitution	dysentery	orchestra
present	general	garrulous	plagiarism
February	granary	vehement	menagerie
patriotism	burden	zoology	beneficent
numeral	cowardice	simultaneous	souvenir
raisin	annihilate	sobriety	sarsaparilla

chants, chance; except, accept; tense, tents; cheer, chair, jeer; ice cream, I scream; hundreds, hundredths; six, sixths; worlds, whirls; breadths, breaths, breathes; hast, hadst; thousands, thousandths.

The following are forms used in Webster's International Dictionary to indicate the pronunciation of words. Much practice in reading such forms will familiarize the student with the diacritical marks and tend to cultivate a correct pronunciation:—

kön-vüls'	lō'bēr	li-ā'na	ēt-ēr
fyá'kr	jāk'mě-nō	lās'ment	tōd/fläks
vó-kā'	da	ā'jen-sý	tōō'ra
kön-vā'ēr	nif	kär'pal	sāl
lá-tō-rý	kéch	őj'ě-ný	wik'ō-pý
lā'tēr	mēr	höl'ō-fōt	bā-lě-ā'nēs
prēs'áj	kē'tin	mě-tāb'ō-lá	rōod-jā'rō
flērt'jil	kē'tōn	brē-āt	wā-gā'-tē
fō-sět'	toi'dě-ā	jivz	thēs'mō-thēt
wērdz	mā-tě-ō-těk'ný	fō'tiv	kōch
fōr'tā	mā'tā	fat'n	si-fō-nā'rid
b'lz	pā-twā'	fēg	rēk-rē-āt
jī-fōrm	nō-tō-brān-kī-ā'tā	ēgz-ēm'pli-fi-ā-b'l	rē-krut'
hō'mō-jēn	kōr'dal	shōō'ēr	plā'zī-b'l
hō-moi-ōp-	nō-tō-rī'zal	nōzd	pāth'ō-jēn
tō'tōn	bān	bāl	māk'i na
kwēn-sý			

The pronunciation of some words may be fully indicated by the use of diacritical marks only; as, *cōm-pār'ī-sōn*; but the exact pronunciation may generally be better shown by respelling the word, using any letters and marks which will most clearly show the pronunciation; as, *kōm-pār'ī-sūn*; dictionary, *dik'-shūn-ēr-ī*.

Write the words in the above exercise, indicating the exact sound of each by respelling if necessary and using diacritical marks.

Other lists of words should be written in a similar way.

#### RECREATIONS IN ARTICULATION.

1. Six thick thistle sticks.
2. A rural ruler truly rural.
3. Flesh of freshly fried flying fish.
4. The sea ceaseth, and it sufficeth us.



5. She sells sea-shells: shall he sell sea-shells?

6. Some shun sunshine: do you shun sunshine?

7. Sam Slick sawed six long, slim, slick, slender saplings for sale.

8. Eight great gray geese grazed gayly into Greece.

9. Thrice six thick thistle sticks thrust straight through three throbbing thrushes.

10. Amidst the mists and coldest frosts, with barest wrists and stoutest boasts, he thrusts his fists against the posts, and still insists he sees the ghosts.

11. She uttered a sharp, shrill shriek, and then shrunk from the shriveled form that slumbered in the shroud.

12. Pluma placed a pewter platter on a pile of plates; where is the pretty pewter platter Pluma placed the pie upon?

13. He built a nice house near the lake, and shouted, "Ice cream for two young ladies."

14. Shave a cedar shingle thin. What! shave a cedar shingle thin? Yes, shave a cedar shingle thin.

15. Did you say you saw the spirit sigh, or the spirit's eye, or the spirits' sigh? I said I saw the spirit's eye, not the spirit sigh, nor the spirits' sigh.

16. Peter Prangle, the prickly, prangly pear picker, picked three pecks of prickly, prangly pears on the pleasant prairies.

17. Theophilus Thistle, the successful thistle sifter, in sifting a sieve full of unsifted thistles, thrust three thousand thistles through the thick of his thumb. Now if Theophilus Thistle, the successful thistle sifter, in sifting a sieve full of unsifted thistles, thrust three thousand thistles through the thick of his thumb, see that thou in sifting a

sieve full of unsifted thistles, thrust not three thousand thistles through the thick of thy thumb. Success to the successful thistle sifter.

18. A day or two ago during a lull in business, two little boot-blacks, one white and one black, were standing at the corners doing nothing, when the white boot-black agreed to black the black boot-black's boots. The black boot-black was of course willing to have his boots blacked by his fellow boot-black, and the boot-black who had agreed to black the black boot-black's boots went to work.

When the boot-black had blacked one of the black boot-black's boots till it shone in a manner that would make any boot-black proud, the boot-black who had agreed to black the black boot-black's boots refused to black the other boot of the black boot-black until the black boot-black who had consented to have the white boot-black black his boots should add five cents to the amount the white boot-black had made blacking other men's boots. This the boot-black whose boot had been blacked refused to do, saying it was good enough for a black boot-black to have one boot blacked, and he didn't care whether the boot that the white boot-black hadn't blacked was blacked or not.

This made the boot-black who had blacked the black boot-black's boot as angry as a boot-black often gets, and he vented his black wrath by spitting upon the blacked boot of the black boot-black. This roused the latent passions of the black boot-black, and he proceeded to boot the white boot-black with the boot which the white boot-black had blacked. A fight ensued, in which the white boot-black who had refused to black the unblackened boot of the black

boot-black, blacked the black boot-black's visionary organ, and in which the black boot-black wore all the blacking off his blacked boot in booting the white boot-black.

19. Five wise weeping wives weave wiggling withered withes.

20. Give Grigham Grimes Jim's great gilt gig-whip.

21. Smith's spirit flask split Philip's sixth sister's fifth squirrel's skull skillfully.

## LIST OF WORDS OFTEN MISPRONOUNCED.

WORD.	CORRECT.	INCORRECT.
abdomen	ǎb-dō'-mĕn	ǎb'-dō'-mĕn
accept	ǎk-sĕpt'	ĕk-sĕpt'
acclimate	ǎk-klī'-māt	ǎk'-klī'-māt
adept	á-dĕpt'	ǎd'-ĕpt
again	á-gĕn'	á-gān'
agnomen	ǎg-nō'-mĕn	ǎg'-nō'-mĕn
algebra	ǎl'-gĕ-brá	ǎl'-gĕ-brá
alias	ǎ-lī-ǎs	ǎl'-ī-ǎs, ǎ-lī'-ǎs
allopathist	ǎl-lōp'-á-thĭst	ǎl'-ō-páth-ĭst
ally	ǎl-lī'	ǎl'-lī
almond	ǎ'-mūnd	ǎl'-mūnd, ǎm'-mūnd
alpaca	ǎl-pák'-á	ǎl-á-pák'-á
altercate	ǎl'-tĕr-kāt	ǎl'-tĕr-kāt
amenable	á-mĕ'-ná-b'l	á-mĕn'-á-b'l
ancestral	ǎn-cĕs'-trál	ǎn'-cĕs-trál
anchovy	ǎn-chō'-vŷ	ǎn'-kō-vŷ, ǎn-kō'-vŷ
animalcule	ǎn-ī-mǎl'-cúl	ǎn-ī-mǎl'-cū-lĕ
(The plural is <b>animaleules</b> , not <i>animaleulæ</i> .)		
antarctic	ǎnt-ǎrk'-tĭk	ǎnt-ǎr'-tĭk
apparatus	ǎp-pá-rā'-tŭs	ǎp-pá-rǎ'-tŭs
appendicitis	ǎp-pĕn-dī-cī'-tĭs	ǎp-pĕn-dĭs'-ī-tĭs
archipelago	ǎrk-ī-pĕl'-á-gō	ǎrch-ī-pĕl'-á-gō
arctic	ǎrk'-tĭk	ǎr'-tĭk

WORD.	CORRECT.	INCORRECT.
bade	băd	bād
banana	bá-nă'/-ná	bá-nă'/-ná
bayou	bí'-ōō	bā-yōō'
been	bīn	bēn, bēn
bicycle	bí'-sīk'l	bī'-sī-k'l
bronchitis	brōn-kī'-tīs	brōn-kē'-tīs
buoy	boi	bōō'-y
burlésque	būr-lěsk'	būr'-lěsk
cabal (a junto)	ká-băl'	ká-bal'
cadaver	ká-dā'-vēr	ká-dāv <sup>h</sup> -ēr
calyx	kā'-líks	kāl'-íks
canine	kā-nīn'	kā'-nīn
cassimere	kās'-sī-mēr	kāz'-ī-mēr
catch	kătch	kětch
chasten	chās'-'n	chās'-'n
chastisement	chās'-tīz-měnt	chās-tīz'-měnt
clematis	klēm'-á-tīs	klem-ăt'-īs
coadjutor	kō-ăd-jū'-tēr	kō-ăd'-jū-tōr
communism	kōm'-mū-nīzm	kōm-mūn'-izm
comparable	kōm'-pār-ă-b'l	kōm-pār'-ă-b'l
condolence	kōn-dō'-lěns	kōn'-dō-lěns
contour	kōn-tōōr'	kōn'-tōōr
contumely	kōn'-tū-mě-lŷ	kōn-tū'-mě-lŷ
conversant	kōn'-vēr-sânt	kōn-vēr'-sânt
creek	krēk	krīk
cupola	kū'-pō-lá	kū'-pō-lō
decade	děk'-ăd	děk-ăd'
deficit	děf'-īs-īt	dē-fis'-īt
depths	děpths	děps
designate	dēs'-īg-năt	děz'-īg-năt
discourse	dīs-kōrs'	dīs'-kōrs
disputable	dīs'-pū-tă-b'l	dīs-pū'-tă-b'l
disputant	dīs'-pū-tânt	dīs-pū'-tânt
divan	dī-văn'	dī'-văn
docile	dōs'-īl	dō'-sīl, dō'-sīl
dominie	dōm'-ī-nī	dō'-mī-nī
e'er	âr or ār	ēr



WORD.	CORRECT.	INCORRECT.
exquisite	ěks'-kwī-zīt	ěks-kwīz'-īt
exponent	ěks-pō'-něnt	ěks'-pō-něnt
extant	ěks'-tānt	ěks-tānt'
falcon	fā'-k'n	fāl'-k'n
faucet	fā'-sět	fās'-ět
finance	fī-nāns'	fī'-nāns
fricassee	frī-kās-sē'	frīg-ā-zē'
frontier	frōn'-tēr	frūn-tēr'
genealogy	jěn-ě-āl'-ō-jǵ	jěn-ě-ōl'-ō-jǵ
gladiolus	glā-dī'-ō-lūs	glā-dī-ō'-lūs
gondola	gōn'-dō-lā	gōn-dō'-lā
government	gūv'-ēr-n-měnt	gūv'-ēr-münt
granary	grān'-ā-rǵ	grā'-nā-rǵ
gum arabic	gūm ār'-ā-bīk	gūm ār-ā'-bīk
hearth	hārth	hērth
heinous	hā'-nūs	hēn'-yūs
heroism	hēr'-ō-izm	hē'-rō-izm
horizon	hō-rī'-zūn	hōr'-ī-zūn
hymeneal	hī-mě-nē'-āl	hī-mē'-nē-āl
ignoramus	īg-nō-rā'-mūs	īg-nō-rām'-ūs
immediately	īm-mē'-dī-āt-lǵ	īm-mē'-jāt-lǵ
indisputable	īn-dīs'-pū-tā-b'l	īn-dīs-pū'-tā-b'l
inexorable	īn-ěks'-ō-rāb'l	īn-ěks-ō'-rā-b'l
inquiry	īn-kwī'-rǵ	īn'-kwī-rǵ
integral	īn'-tē-grāl	īn-tē'-grāl
interesting	īn'-tēr-ěst-īng	īn-tēr-ěst'-īng
inveigle	īn-vē'-g'l	īn-vā'-g'l
jaundice	jān'-dīs	jān'-dīs
jugular	jū'-gū-lēr	jūg'-ū-lēr
juvenile	jū'-vē-nīl	jū'-vē-nīl
lamentable	lām'-ěnt-ā-b'l	lā-měnt'-ā-b'l
legislature	lēj'-īs-lā-tūr	lēj-īs-lā'-tūr
lichen	lī'-kěn	lich'-ěn
licorice	līk'-ō-rīs	līk'-ō-rīsh
lyceum	lī-sē'-ūm	lī'-sē-ūm
meningitis	měn-īn-jī'-tīs	měn-īn-jē'-tīs
mercantile	mēr'-kān-tīl	mēr'-kān-tēl or -tīl

WORD.	CORRECT.	INCORRECT.
mineralogy	mĭn-ĕr-ăl'-ô-jÿ	mĭn-ĕr-ôl'-ô-jÿ
misconstrue	mĭs-kôn'-stru	mĭs-kôn-stru'
mistletoe	mĭz'-l-tô	mĭs'-l-tô
museum	mû-zĕ'-ûm	mû'-zĕ-ûm
mustache	mûs-tăsh'	mûs'-tăsh
naiad	nă'-yăd	nĭ'-ăd
national	năsh'-ûn-ăl	nă'-shûn-ăl
nepotism	nĕp'-ô-tĭzm	nĕ'-pô-tĭzm
nominative	nôm'-ĭ-nă-tĭv	nôm'-ĭ-tĭv
oleomargarine	{ ô-lĕ-ô-măr'-gă-rĭn } or-rĕn	ô-lĕ-ô-măr'-jă-rĕn
opponent	ôp-pô'-nĕnt	ôp'-pô-nĕnt
ordeal	ôr'-dĕ-ăl	ôr-dĕ'-ăl
orthoepy	ôr'-thô-ĕ-pÿ	ôr-thô'-ĕ-pÿ
pantomime	păn'-tô-mĭm	păn'-tô-mĕm
papyrus	pă-pĭ'-rûs	păp'-ĭ-rûs
partner	părt'-nĕr	părd'-nĕr
patriot	pă'-trĭ-ôt	păt'-rĭ-ôt
patron	pă'-trûn	păt'-rûn
pedagogy	pĕd'-ă-gô-jÿ	pĕd'-ă-gô-jÿ
peremptory	pĕr'-ĕmp-tô-rÿ	pĕr-ĕmp'-tô-rÿ
piano forte	pĭ-ă'-nô fôr'-tă	pĭ-ă'-no fôrt
pincers	pĭn'-sĕrz	pĭnch'-ĕrz
plait	plăt	plĕt
precedence	prĕ-sĕ'-dens	prĕs'-ĕ-dĕns
precedent (adj.)	prĕ-sĕ'-dĕnt	prĕs'-ĕ-dĕnt
precedent (n.)	prĕs'-ĕ-dĕnt	prĕ-sĕ'-dĕnt
predecessor	prĕd'-ĕ-sĕs'-sĕr	prĕd'-ĕ-sĕs-sĕr
presentiment	prĕ-sĕnt'-ĭ-mĕnt	prĕ-zĕnt'-ĭ-mĕnt
pretense	prĕ-tĕns'	prĕ'-tĕns
pretty	prĭt'/tÿ	prĕt'-tÿ
process	prôs'-ĕs	prô'-sĕs
produce	prôd'-ûs	prô'-dûs
pumpkin	pûmp'-kin	pûnk'-ĭn
pyramidal	pĭ-răm'-ĭ-dăl	pĭr'-ă-mĭd-ăl
recess	rĕ-sĕs'	rĕ'-sĕs
research	rĕ-sûrch'	rĕ'-sûrch

WORD.	CORRECT.	INCORRECT.
resource	rĕ'-sōrs'	rē'-sōrs
veille	rĕ'-vāl'-yā	rēv'-ĕl-ĕ.
(Commonly pronounced rĕv-ā-lē' in military circles.)		
robust	rō'-būst'	rō'-būst
romance	rō'-māns'	rō'-māns
roof	rōof	rōof
sacrifice	sāk'-rī-fiz	sāk'-rī-fis or -fis
salmon	sām'-ūn	sāl'-mūn
senile	sē'-nīl	sēn'-īl
serpentine	sēr'-pĕn-tīn	sēr'-pĕn-tĕn
simultaneous	sī-mūl-tā'-nĕ-ūs	sīm-ūl-tā'-nĕ-ūs
solace	sōl'-ās	sō'-lās
squalor	skwā'-lōr	skwā'-lūr
suffice	sūf-fiz'	sūf-fis'
tassel	tās'-s'l	tōs'-s'l
telegraphy	tĕ-lĕg'-rā-fŷ	tĕl'-ĕ-grāf-ŷ
tenet	tĕn'-ĕt	tĕ'-nĕt
tepid	tĕp'-īd	tĕ'-pīd
tiny	tī'-nŷ	tīn'-ŷ
tribune	trīb'-ūn	trī'-būn
truths	truths	truths
turquoise	{ tūr-koiz' } { tur-kēz' }	tūr'-koiz
vagary	vā'-gā'-rŷ	vā'-gā'-rŷ
vehement	vĕ'-hĕ-mĕnt	vĕ-hĕ'-mĕnt
won't	wōnt	wūnt
(A contraction of <i>woll not</i> .)		
wont	wūnt	wōnt
zoölogy	zō-ōl'-ō-jŷ	zōō-ōl'-ō-jŷ

Some proper nouns frequently mispronounced: —

Arab	Beethoven	Danish	Orion
Arabic	Berlin	Disraeli	Palestine
Archimedes	Bologna	February	Persia
Asia	Cairo	Genoa	Powhatan
Balmoral	Caliope	Iowa	
Beatrice	Chicago	Italian	

Additional French words frequently met with:—

apropos	ăp'-rô-pô'	mirage	mê-râzh'
attaché	ăt-tâ-shă'	monsieur	{ mō-sēr' ; Fr. mō- syē'
beau-monde	bō-mōnd'	morale	mō-râl'
belles-lettres	běl-lēt'-tēr	naïve	nă'-ēv
bijou	bê-zhōo'	naïveté	nă-ēv-tă'
bivouac	{ bîv'-wăk or bîv'- ōō-ăk	negligee	nĕg-lî-zhâ'
blanc-mange	blă-mănzĥ'	parquet	{ pâr-kă' or pâr- kĕt'
boudoir	bōō-dwôr'	piquant	{ pĕ'-kănt or pik'- ănt
bouquet	bōō-kă'	pique	pĕk
café	kă-fă'	prestige	prĕs'-tîl
chaperon	shăp'-ēr-ōn	protégé	prô-tă-zhă'
cognac	kôn'-yăk	qui vive	kĕ-vĕv'
corps	kôr	régime	rĕ-zĕm'
cortége	kôr-tăzh'	rendezvous	{ rĕn'-dĕ-vōō or rân'-dĕ-vōō
coterie	kô-tĕ-rĕ'	résumé	ră-zu-mă' *
coup de grace	kōō-dĕ grăs'	roué	rōō-ă'
coupé	kōō-pă'	sobriquet	sô-brĕ-kă'
cuisine	kwĕ-zĕn'	soirée	swă-ră'
débris	dă-brĕ'	sortie	sôr'-tĕ
début	dă-bu'	surveillance	{ sūr-văl'-yăns or vă'-lăns
éclat	ĕ-klă' ; Fr. â-klă'	tête-à-tête	tăt-ă-tăt'
élite	ă-lĕt'	trousseau	trōō-sō'
encore	ăn-kôr'	tulle	tul
ennui	ăn-nwĕ'	vignette	{ vîn-yĕt' or vîn'- yĕt
entrée	ăn-tră'	vis-à-vis	vĕ-ză-vĕ'
mademoiselle	măd'mwázĕl'		
memoir	{ mĕm'-wôr or mĕm'-wôr		
mesdames	mă-dăm'		
messieurs	{ mĕsh'-yĕrz ; Fr. mă-syĕ'		



## PART SECOND.



### ORTHOGRAPHY.

**Orthography** treats of the proper arrangement of letters into words, or correct spelling.

English orthography is constantly changing, and has been changing since the beginning of English history. Before the invention of printing there was great diversity of spelling among writers, and even proper names were spelled in various ways. The name of Shakespeare has been spelled in more than thirty different ways, and well-known men have spelled their own names in several different ways. At the present time there is a tendency to simplify our spelling by making it more phonetic and omitting silent letters. It is quite common in these days to see *programme* written *program*; *catalogue*, *catalog*, etc. Hence rules for spelling must vary with the times. Lexicographers themselves have failed to establish any uniformity or even to agree in formulating rules and principles.

The following rules are given as an aid to learners in removing some of the most common difficulties. They are based upon the rules and spellings of Webster, which are most extensively followed by Americans.

## RULES FOR SPELLING.

RULE I. The letters *f*, *l*, and *s* are doubled at the end of monosyllables when preceded by a single vowel; as, *cliff*, *press*, *bell*. (The conjunction *till* drops one *l* when the prefix *un-* is added; as, *until*.)

*Exception 1.* The letter *s* is not doubled when used to form the possessive case or plural of a noun, or the third person singular of a verb; as, *ring's* (possessive), *rings* (plural of noun and third sing. of verb), *boy's*, *boys*, *has*, etc.

*Exception 2.* *Clef*, *if*, *of*, *pal*, *as*, *gas*, *yes*, *his*, *this*, *pus*, *us*, *thus*.

RULE II. The final consonant is doubled in *ebb*, *add*, *odd*, *egg*, *inn*, *bunn*, *err*, *shirr*, *burr*, *purr*, *frett*, *mitt*, *butt*, *fizz*, *buzz*, *fuzz*.

RULE III. Monosyllables ending with the sound of *k*, in which *c* follows the vowel, terminate with *ck*; as, *sick*, *back*, *lock*, etc.

*Exceptions.* *Talc*, *zinc*, *arc*, *disc*, *sac*.

RULE IV. When a termination beginning with *e*, *i*, or *y* is added to a word ending in *c*, *k* is inserted before the vowel to preserve the hard sound of *c*; as, *trafficking*, *colicky*, *bivouacked*, etc.

RULE V. A single final consonant preceded by a single vowel is doubled before an additional syllable beginning with a vowel,—

1. In monosyllables; as, *running*, *skimming*, *getting*, etc.
2. In words accented on the last syllable; as, *beginning*, *forgetting*, *excelling*, etc.

**Note.**—This is an important rule, and if well understood will often prove a great help in determining the spelling of words.

*Exceptions.* Derivatives in which the accent of the primitive is thrown back upon another syllable; as, *cabal'*, *ca'balism*; *prefer'*, *pref'erence*; *refer'*, *ref'ERENCE*. Also *gas'eous*, *infer'able*, *transfer'able*.

RULE VI. Final silent *e* is dropped before an additional syllable beginning with a vowel; as, *trace*, *tracing*; *prune*, *pruning*. It is also dropped before any suffix if immediately preceded by another vowel; as, *woe*, *wofully*; *due*, *duly*; *awe*, *awful*.

*Exceptions.* In *hoeing*, *toeing*, *shoeing* (from *hoe*, *toe*, *shoe*), *e* is retained to preserve the pronunciation of the primitive. In *dyeing*, *singeing*, *tingeing* (from *dye*, *singe*, *tinge*), *e* is retained to show the spelling of the primitive, and the meaning of the derivative. *Mileage* is more properly written *milage*. Final *e* is retained in the terminations *ce* and *ge* when a suffix is added beginning with *a* or *o*, to preserve the soft sound of *c* and *g*; as, *courageous*, *peaceable*, *changeable*.

RULE VII. Words ending in *ie* drop *e* and change *i* to *y* before the suffix *-ing*; as, *lie*, *lying*; *die*, *dying*.

RULE VIII. Final *y* preceded by a consonant is changed to *i* before an additional syllable beginning with a consonant or any vowel except *i*; as, *icy*, *iciest*; *mercy*, *merciful*; *pity*, *pitiless*; *fly*, *flying*. Also *daily*, *laid*, *said*, *paid*, *slain*, *staid*, *gaiety*, *gaily*.

*Exceptions.* Derivative adjectives of one syllable; as, *shy*, *shyness*; *sly*, *slyest*; *spry*, *spryer*. But *dry* usually follows the rule; as, *drier*, *driest*. Before the suffix *-ship*, or *-like*, *y* is usually retained; as, *secretaryship*, *ladylike*.

RULE IX. Compound words usually retain the spelling of their derivatives; as, *harelip*, *rosebush*.

After compounds have acquired the force of simple words they often modify their spelling; as, *almighty*, *welcome*, *welfare*; also compounds of *-mass*; as, *Candlemas*, *Christmas*,

etc.; also when the suffix is *-full*; as, *harmful, hateful*, etc.; also *chilblain, fulfill*, and some others.

Give the rule or exception for the spelling of the following words: —

WHY	INSTEAD OF	WHY	INSTEAD OF
judgment	judgement	gaseous	gasseous
lying	lyeing	lacing	laceing
hunting	huntting	pruning	pruneing
egg	eg	ruling	ruleing
leg	legg	savior	saveior
tell	tel	changeable	changable
allotment	allottment	duly	duely
differing	differring	awful	aweful
controlling	controling	shoeing	shoing
odd	od	dyeing	dying
sill	sil	singeing	singing
stiff	stif	courageous	couragous
pin	pinn	defacement	defacement
inn	in	defacing	defaceing
lack	lac	peaceable	peacable
crest	cres	whiteness	whitness
his	hiss	lying	lieing
buzz	buz	dying	dieing
back	bac	iciest	icyest
kick	kie	merciful	mercyful
arc	arck	shyness	shiness
disc	disk	slyer	slier
frolicking	frolicing	daily	dayly
musical	musickal	gaiety	gayety
running	runing	slain	slayn
getting	geting	drier	dryer
trotting	trotting	ladylike	ladilike
recoiling	recoilling	worshipping	worshipping
beginning	begining	harmful	harmfull
foretell	foretel	chilblain	chillblain
preference	prefference	almighty	allmighty
referring	refering	Christmas	Christmass
reference	referrence	abridgment	abridgement



## VARIATIONS IN SPELLING.

Some of the most prominent differences in the spelling of English words should be understood as due to the varying authority of English and American lexicographers. It is not likely that a universal standard will ever be adopted, and there is no doubt that variations in spelling are continually multiplying, though the diversities are by no means so numerous now as they were two hundred years ago. Not only are great dictionaries becoming more numerous, each differing from the others in the spelling of certain words, but the spelling reformers are again increasing in numbers, so that it is not a strange thing to see spellings in books and periodicals which are not found in any dictionary. However, while Worcester is the prevailing authority for those who adhere most strictly to the old English spellings, Webster is more generally recognized as authority in America. The differences illustrated by these two authorities are the chief ones deserving our attention. They may be summarized as follows:—

1. Worcester adheres to the English custom of doubling the final consonant in derivatives of certain words (often arbitrarily selected), while Webster uniformly discards it. Consistency and reason certainly favor Webster's method, which now generally prevails in America. The following are examples:—

WORCESTER.	WEBSTER.	WORCESTER.	WEBSTER.
apparelled	appareled	dishevelled	disheveled
barrelled	barreled	duellist	duelist
biassed	biased	empanelled	empaneled
cancelled	canceled	enamelled	enameled

WORCESTER.	WEBSTER.	WORCESTER.	WEBSTER.
epauletted	epauleted	pencilling	penciling
equalled	equaled	perilled	periled
fuelling	fueling	quarrelling	quarreling
gambolling	gamboling	revelling	reveling
gossipping	gossiping	rivalling	rivaling
grovelling	groveling	shovelling	shoveling
hovelling	hoveling	shrivelled	shriveled
imperilled	imperiled	stencilling	stenciling
jeweller	jeweler	tasselled	tasseled
kennelled	kenneled	tinselled	tinseled
labelled	labeled	towelling	towelng
levelled	leveled	trammelled	trammeled
libelled	libeled	tranquillize	tranquelize
marshalled	marshaled	traveller	traveler
marvellous	marvelous	victualling	victualing
modelling	modeling	woollen	woolen
panelled	paneled	worshipping	worshipping
parcelling	parceling		

2. Worcester gives the prevailing English spelling *ou* where Webster gives only *o*; as, *mould*, *mold*; *saviour*, *savior*; *smoulder*, *smolder*.

3. Webster doubles the *l* in *installment*, *enrollment*, etc., also the final letter in such words as *fulfill*, *instill*, etc.

4. Webster writes *defense*, *offense*, etc., for *defence*, *offence*, etc., also *practice* for *practise*.

5. Worcester uses the termination *-re* where Webster uses *-er*.

WORCESTER.	WEBSTER.	WORCESTER.	WEBSTER.
accoutre	accouter	fibre	fiber
amphitheatre	amphitheater	goitre	goiter
centre	center	litre	liter
centilitre	centiliter	mancœuvre	maneuver
decilitre	deciliter	mitre	miter

WORCESTER.	WEBSTER.	WORCESTER.	WEBSTER.
ochre	ocher	sceptre	scepter
ombre	omber	sombre	somber
reconnoitre	reconnoiter	spectre	specter
sabre	saber	theatre	theater
saltpetre	saltpeter		

6. The shortened termination *-m* is becoming quite common in the United States in place of the old termination *-mme*; as, *gram* for *gramme*, *centigram* for *centigramme*, *program* for *programme*.

7. The termination *-ize* instead of *ise* is gaining favor in both England and America.

8. Various other differences in spelling may be observed in the following:

ENGLISH.	AMERICAN.	ENGLISH.	AMERICAN.
accessary	accessory	enclose	inclose
adze	adz	encyclopædia	encyclopedia
Æolian	Eolian	ensnare	insnare
alignment	alinement	felspar	feldspar
appall	appal	fœtus	fetus
asafœtida	asafetida	fy	fie
asbestos	asbestus	forray	foray
ascendent	ascendant	foundery	foundry
ascendency	ascendancy	fulness	fullness
axe	ax	glycerine	glycerin
bandanna	bandana	guerilla	guerrilla
bawble	bauble	guild	gild
cantilever	cantalever	hinderance	hindrance
clew	clue	horehound	hoarhound
cosey	cozy	hômœopathy	homeopathy
cyclopædia	cyclopedia	homonyme	homonym
diarrhœa	diarrhea	hostlery	hostelry
disinthrall	disenthrall	hypothenus	hypotenuse
empanel	inpanel	lodgement	lodgment

ENGLISH.	AMERICAN.	ENGLISH.	AMERICAN.
moustache	mustache	sanhedrim	sanhedrin
oesophagus	esophagus	Sanscrit	Sanskrit
ourang-outang	orang-outang	scath	scathe
pappoose	papoose	sceptic	skeptic
paraffine	paraffin	Sedlitz	Seidlitz
pedler	peddler	Shemitic	Semitic
phœnix	phenix	somerset	somersault
plough	plow	synonyme	synonym
prætor	pretor	vice (a clamp)	vise
revery	reverie	villany	villainy
rotundo	rotunda	whiskey	whisky

It is important to know whether to use the adjective termination *-able* or *-ible* in spelling. This may often be determined by considering the origin of the word. If derived from the Latin, the vowel of the Latin word is retained; as, *accusable*, from *accusabilis*; *accessible*, from *accessibilis*. If the word is formed by adding a suffix to an English verb, the termination is nearly always *-able*; as, *abatable*.

#### FORMATION OF THE PLURAL OF NOUNS.

RULE I. The plural of nouns is regularly formed by adding *s* to the singular; as, *boy, boys*; *stone, stones*.

If the singular ends in an *s* sound, the plural is formed by adding *es*, unless the word ends in silent *e*; as, *mass, masses*; *lace, laces*; *bush, bushes*; *age, ages*; *box, boxes*.

A few nouns in *o* preceded by a consonant take *es*; as, *negroes, echoes, heroes, cargoes, vetoes, mottoes, potatoes, tomatoes, tornadoes, volcanoes, mosquitoes, embargoes*.

RULE II. Letters, figures, signs, and words form their plurals by adding an apostrophe and *s*; as, "There are two



*t's* in *ball*," "Dot your *i's* and cross your *t's*." Some writers omit the apostrophe in such cases; as, "There are two *thats* in the sentence," "The *pros* and *cons*."

**RULE III.** Nouns ending in *y* preceded by a consonant change *y* to *i* and add *es*; as, *fly*, *flies*; *lady*, *ladies*.

Proper nouns of this class generally form their plurals by adding *s*; as, "The two *Marys*."

**Note.**—Nouns ending in *y* originally ended in *ie*, so that their plurals retained their original form, with *s* added to the singular according to the regular rule.

**RULE IV.** Most nouns ending in *f* or *fe* form their plurals by adding *s*; as, *grief*, *griefs*; *safe*, *safes*; but the following with their compounds change *f* or *fe* into *ves* *leaf*, *sheaf*, *calf*, *self*, *half*, *loaf*, *beef*, *shelf*, *wolf*, *knife*, *wife*, *life*, *thief*, *elf*.

The plural of *staff*, a corps of officers, is *staffs*, otherwise *staves*; of *wharf*, usually *wharves*.

**RULE V.** The following nouns and their compounds form their plurals by a change of vowel sound: *man*, *men*; *woman*, *women*; *goose*, *geese*; *foot*, *feet*; *tooth*, *teeth*; *mouse*, *mice*; *louse*, *lice*; *workman*, *workmen*; *dormouse*, *dormice*. Also *child*, *children*; *ox*, *oxen*.

Nouns ending in *-man*, not compounds, form their plurals regularly; as, *German*, *Germans*; *talisman*, *talismans*; *Mussulman*, *Mussulmans*.

**Note.**—The words *brother*, *die*, *pea*, and *penny* have two plurals with different meanings; as, *brethren*, used only in connection with religion, or in scriptural language, and *brothers*, members of the same family; *dies*, meaning a metal block or plate used to impress a device on an object or surface, and *dice*, a number of small cubes used in playing games of chance; *peas*, referring to a number of single peas,

and *pease*, a quantity in bulk; *pennies*, and *pence*, with much the same distinction as between *peas* and *pease*. Also *fishes* and *fish*, *fowls* and *fowl*.

RULE VI. In compound nouns the chief substantive part is pluralized, the descriptive part remaining unchanged; as, *brothers-in-law*, *mouse-traps*, *wagon-loads*, *courts-martial*.

If the compound has acquired the force of a single word, the plural is formed regularly; as, *cupfuls*, *handfuls*, *spoonfuls*. Sometimes both parts are pluralized; as, *men-servants*, *women-servants*, *Knights-Templars*. These words are now usually written without the hyphen.

RULE VII. When names are preceded by titles, usage varies; as, "The Misses Smith," or "The Miss Smiths." But if persons of different names are spoken of, the title alone is pluralized; as, "The Misses Mary and Susan Smith," "Doctors Jones and Brown."

RULE VIII. Foreign words retain their original plurals until they become thoroughly Anglicized, when their plurals follow the rules above given; as, *cherub*, *cherubs* or *cherubim* (never *cherubims*); *bandit*, *bandits* or *banditti*; *beau*, *beaus* or *beaux*; *focus*, *focuses* or *foci*; *medium*, *mediums* or *media*; *gymnasium*, *gymnasiums* or *gymnasia*; *hippopotamus*, *hippopotamuses* or *hippopotami*; *datum*, *data*; *criterion*, *criteria*; *genus*, *genera*; *larva*, *larvæ*; *crisis*, *crises*.

Often the two spellings in the plural have different meanings; as, *index*, *indices*, exponents, *indexes*, pointers; *genius*, *genii*, good or evil spirits, *geniuses*, persons endowed with peculiar powers of mind.

A few nouns have the same form in the plural as in the singular; as, *trout*, *deer*, *swine*, *sheep*, *grouse*. Also *Chinese*, *Japanese*, *Portuguese*, *Tyrolese*.

Write the plural of the following words: *hat, ring, cress, trace, bush, brush, box, eye, miss, Cicero, negro, folio, echo, hero, two, piano, cargo, tornado, jly, lady, army, money, colloquy, mercy, day, key, attorney, Henry, grief, 6, +, t, safe, leaf, scarf, knife, wife, five, staff, half, life, calf, chief, brother-in-law, hanger-on, wagon-load, cupful, man, woman, goose, foot, mouse, child, ox, German, Irishman, talisman, Mussulman, mouse-trap, isthmus, bandit, focus, analysis, index, genius, (Dr.) Moore and Johnson, stratum, larva.*

### SYNONYMS.

**Synonyms** are words whose meanings are nearly the same, yet differ somewhat when studied etymologically. The most careful writers distinguish between such words, while the superficial reader recognizes no difference between them except that of spelling. The study of synonyms is one of the very best for the cultivation of mental acumen, and becomes intensely interesting to one fond of philological studies.

Synonyms may sometimes be used interchangeably, and such use of them often lends grace and elegance to a paragraph, yet there is usually a fundamental difference in meaning, and this difference should be kept in mind when making a choice between them. Dean Trench says: "If no words are synonymous except those which are identical in use and meaning, so that the one can, in all cases, be substituted for the other, we have scarcely ten such words in our language." Moreover, most words have different shades of meaning, so that in some connections they may

be used interchangeably, while it would not be proper to use them so in other connections.

As more fully setting forth the real nature of synonyms, the following quotation is also taken from Trench on "The Study of Words":—

"Synonymous words are words which, with great and essential resemblances of meaning, have, at the same time, small, subordinate, and partial differences,—these differences being such as either originally and on the ground of their etymology inhered in them; or differences which they have by usage acquired in the eyes of all; or such as, though nearly latent now, they are capable of receiving at the hands of wise and discreet masters of the tongue. Synonyms are words of like significance in the main, but with a certain unlikeness as well."

A limited number of synonyms is here given, including only such as are frequently met with. Pupils should be required to discriminate between them, and to write sentences illustrating their use. In some cases the words are not strictly synonyms, but are apt to be used interchangeably by careless writers.

lofty	heavenly	death	often
sublime	celestial	decease	frequent
discover	keeping	tell	old
invent	custody	communicate	ancient
morose	worthy	cease	new
sad	meritorious	discontinue	novel
sterile	meaning	opening	forlorn
barren	signification	aperture	lonesome
pride	high	corner	sublime
vanity	elevated	angle	grand



tacit	announce	outward	faintly
silent	proclaim	external	dimly
glory	abundance	eastern	abrupt
splendor	plenty	oriental	short
tranquil	worth	sight	hate
quiet	value	vision	dislike
silly	force	servile	firmness
foolish	strength	slavish	constancy
adroit	character	emulation	truth
cunning	reputation	competition	veracity
feeble	secure	impediment	ignorant
weak	attain	obstacle	untaught
defend	occasion	discreet	teach
protect	opportunity	prudent	learn
great	tame	vain	hopeful
large	gentle	proud	confident
help	begin	dispute	empty
aid	commence	contradict	vacant
agreement	enough	detain	apology
contract	sufficient	hinder	excuse
colleague	freedom	notorious	genius
partner	liberty	celebrated	talent
like	pious	behavior	hasten
love	godly	conduct	hurry
murder	emphasis	aim	allure
kill	accent	view	entice
slaughter	stress	scope	decoy
bold	sad	just	freedom
brave	dispirited	right	liberty
audacious	melancholy	lawful	license
merry	timid	libel	teacher
jolly	faint-hearted	slander	educator
happy	afraid	defamation	instructor

speech	tale	pretty	scholar
language	novel	handsome	student
dialect	story	splendid	pupil
proverb	foe	choke	hope
aphorism	opponent	suffocate	expect
saw	antagonist	smother	desire
duty	fear	teach	
obligation	terror	instruct	

Using the words in the foregoing list, make other synonyms from them by using affixes; as, *newness, novelty; godliness, piety.*

As a further study of words, select those of opposite meaning to any of the above, and construct derivatives of opposite meaning; as, *gentle, rude, gentleness, rudeness; old, novel, oldness, novelty.* The teacher will need to assist in the selection of such words.

Give synonyms of the following:—

teachable	hard	supply	bury
scholarship	manage	forgive	cozy
homely	donor	weak	fulfill
nicely	power	dwell	specter
affection	bold	pleasure	compact
build	give	modest	abstract
abide	edge	custom	

### HOMONYMS.

**Homonyms** are words pronounced alike but spelled differently and having different meanings.

Construct sentences embodying the following homonyms:—

heard	pale	hue	canon
herd	pail	hew	cannon
hie	pane	sun	bow
high	pain	some	bough
rose	nose	shone	vice
rows	knows	shown	vise
way	clause	idle	waste
weigh	claws	idol	waist
cast	colonel	mail	liar
caste	kernel	male	lyre
cede	gate	stare	night
seed	gait	stair	knight
sealing	mite	steal	lie
ceiling	might	steel	lye
quire	fir	peace	ate
choir	fur	piece	eight
threw	flee	wait	core
through	flea	weight	corps
tide	loan	toe	cousin
tied	lone	tow	cozen
son	maid	too	crewel
sun	made	two	cruel
new	aisle	buy	raise
knew	isle	by	rays
gnu	I'll	bye	raze
rain	meet	cite	cent
rein	mete	site	sent
reign	meat	sight	scent
mode	write		
mowed	right	vain	rode
mantel	rite	vein	road
mantle	wright	vane	rowed

## PART THIRD.



### ETYMOLOGY.

**Etymology** treats of the origin and history of words, with their changes in form and meaning.

English words are derived chiefly from the Anglo-Saxon and the Latin languages. Most of the shorter and simpler words of our language are of Anglo-Saxon origin. Such are the words first learned and used by children, the homely maxims, and the common phrases of everyday life. More than sixty per cent of the words used in common speech are of Anglo-Saxon origin. These words often give place to Norman-French or Latin words in the more polite and literary circles, and in formal writings. It was the mixing of French words with Anglo-Saxon, after the Norman Conquest, which formed the basis of our present English language. This language has since been greatly enriched by importations which may be traced back through the Indo-European languages to a Greek origin.

The following list will illustrate the varied sources of some of our most common words:—

ENGLISH.	ORIGIN.
<i>agriculture</i> . . .	Latin, <i>ager, cultura</i> .
<i>bayonet</i> . . . .	Bayonne, a city of France.
<i>bouquet</i> . . . . .	French, <i>bosquet</i> ; Latin, <i>boscus</i> .
<i>buy</i> . . . . .	Anglo-Saxon.
<i>bet</i> . . . . .	Anglo-Saxon.



ENGLISH.	ORIGIN.
<i>calico</i> . . . . .	Calicut, a city in India.
<i>cambric</i> . . . . .	Kameryk, a city in French Flanders.
<i>chestnut</i> . . . . .	Kastanaia, a city in Pontus.
<i>canary</i> . . . . .	Latin, <i>canarius</i> .
<i>currant</i> . . . . .	Corinthus, a city in Greece.
<i>candidate</i> . . . . .	Latin, <i>candidatus</i> .
<i>crown</i> . . . . .	Latin, <i>corona</i> .
<i>damask</i> . . . . .	Damascus, a city in Syria.
<i>desk</i> . . . . .	Latin, <i>discus</i> .
<i>gate</i> . . . . .	Anglo-Saxon.
<i>husband</i> . . . . .	Anglo-Saxon.
<i>lapidary</i> . . . . .	Latin, <i>lapidarius</i> .
<i>libel</i> . . . . .	Latin, <i>libellus</i> .
<i>muslin</i> . . . . .	Mossoul, a city in Mesopotamia.
<i>meander</i> . . . . .	Mæander, a river in Phrygia.
<i>millinery</i> . . . . .	Milan, a city in Italy.
<i>manufacture</i> . . . . .	Latin, <i>manus, factura</i> .
<i>preface</i> . . . . .	Latin, <i>præfari</i> .
<i>prairie</i> . . . . .	Latin, <i>pratium</i> .
<i>phenomenon</i> . . . . .	Greek, <i>phainomenon</i> .
<i>reckon</i> . . . . .	Anglo-Saxon.
<i>road</i> . . . . .	Anglo-Saxon.
<i>sardine</i> . . . . .	Sardinia, an island in the Mediterranean.
<i>sell</i> . . . . .	Anglo-Saxon.
<i>stick</i> . . . . .	Anglo-Saxon.
<i>tariff</i> . . . . .	French, <i>tarif</i> .
<i>telephone</i> . . . . .	Greek, <i>tele, phone</i> .
<i>villain</i> . . . . .	Latin, <i>villa</i> .
<i>wife</i> . . . . .	Anglo-Saxon.
<i>work</i> . . . . .	Anglo-Saxon.
<i>wash</i> . . . . .	Anglo-Saxon.

## DEFINITIONS.

A **primitive** word is one not derived from another word; as, *great, hat, since*.

A primitive word may be a compound word; as, *hatband*.

A **derivative** word is one formed by adding something to a primitive, or by changing it; as, *happiness, gave*.

The **root** of a word is the primitive part; as, *sweet*, in the word *sweetness*.

A **prefix** is one or more syllables joined to the beginning of a word; as, *un-*, in *undesirable*.

A **suffix** is one or more syllables joined to the end of a word; as, *-ing*, in *dancing*.

An **affix** is either a prefix or a suffix.

A **monosyllable** is a word of one syllable.

A **dissyllable** is a word of two syllables.

A **trisyllable** is a word of three syllables.

A **polysyllable** is a word of more than three syllables.

The syllable next to the last is called the **penult**, the one before that the **antepenult**. The last syllable is sometimes called the **ultima**.

\* A **simple word** is any word not a compound.

A **compound word** is one formed by a union of two or more simple words, either with or without a hyphen; as, *writing-table, bookshelf*.

Many words commonly recognized as simple are really compound words; as, *Sunday, blackberry*. The original grammatical relation between the parts of such words has become lost by the frequent usage of the parts as one word.

Other examples of the unifying of compound words may be observed in the following : —

<b>goldenrod</b>	<b>toothpick</b>	<b>pickpocket</b>	<b>classmate</b>
<b>bombshell</b>	<b>tinsmith</b>	<b>horseshoe</b>	<b>footman</b>
<b>angleworm</b>	<b>earring</b>	<b>bulldog</b>	<b>bedquilt</b>
<b>firefly</b>	<b>sunrise</b>	<b>seaweed</b>	<b>stateroom</b>
<b>anthill</b>	<b>daylight</b>	<b>eyeball</b>	<b>sandhill</b>
<b>bookkeeper</b>	<b>grandfather</b>	<b>godsend</b>	<b>peppermint</b>
<b>dustpan</b>	<b>bookseller</b>	<b>nightcap</b>	<b>candlestick</b>
<b>brickbat</b>	<b>bandbox</b>	<b>newsboy</b>	<b>waterproof</b>
<b>clockwork</b>	<b>oatmeal</b>	<b>oilcloth</b>	<b>seasick</b>
<b>gunboat</b>	<b>postmaster</b>	<b>seaside</b>	<b>peacock</b>
<b>classroom</b>	<b>ironwork</b>	<b>snowball</b>	<b>landlord</b>
<b>earthquake</b>	<b>roadside</b>	<b>witchcraft</b>	<b>necktie</b>
<b>hatband</b>	<b>rosebud</b>	<b>warfare</b>	<b>drawbridge</b>
<b>gunpowder</b>	<b>cowboy</b>	<b>milkweed</b>	<b>brasswork</b>
<b>motherwort</b>	<b>manhole</b>	<b>faultfinding</b>	<b>haycock</b>

SOME IMPORTANT PREFIXES, WITH THEIR MOST COMMON SIGNIFICATIONS.

ENGLISH : —

**A**, at, in, on ; as, *ahead, abed, ashore.*

**Be**, to make, by, for ; as, *beside, behead, bedim, bespeak.*

**En**, in, into, on, to make ; as, *entomb, enroll.*

**For**, not, from ; as, *forbid, forbear.*

**Fore**, before ; as, *foretell.*

**In**, to make ; as, *insure.*

**Out**, beyond ; as, *outdo, outbreak.*

**Un**, not ; as, *unable, unwise.*

**With**, against, from ; as, *withstand, withhold.*

LATIN : —

**Ab** (*a, abs*), from, away ; as, *abdicate, abstract, avert.*

**Ad**,<sup>1</sup> to ; as, *adhere, administer.*

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<sup>1</sup> For the sake of euphony the last letter of a prefix is often changed to the first letter of the root, or is dropped ; as, *empower, imbitter, aggregate, commingle, cooperate, differ.*

**Ante**, before ; as, *antedate, antechamber*.

**Bi** (*bis*), two (*twice*) ; as, *bivalve, biweekly*.

**Circum**, around ; as, *circumnavigate*.

**Con**,<sup>1</sup> with, together ; as, *conjoin*.

**Contra** (*counter*), against, opposite ; as, *contradict, counteract*.

**De**, down ; as, *depend, depress*.

**Dis**,<sup>1</sup> not, apart ; as, *distract, disinter, disoblige*.

**E** (*ex*), out, from ; as, *export, emerge*.

**Extra**, beyond ; as, *extraordinary*.

**In**,<sup>1</sup> in, not ; as, *indent, imprudent, illegal, irregular*.

**Inter**, between, among ; as, *intercollegiate, interchange*.

**Mis**, wrong ; as, *misconduct, misunderstand*.

**Non**, not ; as, *nonsense*.

**Ob**,<sup>1</sup> against, in the way ; as, *object, obstinate*.

**Per**, by, through ; as, *perchance*.

**Post**, after ; as, *postpone*.

**Pre**, before ; as, *prefix*.

**Pro**, for, forward ; as, *project, pronoun*.

**Re**, back, again ; as, *rebound, reseal*.

**Semi**, half ; as *semicircle*.

**Sub**,<sup>1</sup> under ; as, *submarine, succumb, suppress*.

**Super**, above, beyond ; as, *superstructure, supernatural*.

**Trans**, across, through ; as, *translate, transform, transfix*.

GREEK :—

**A** (*an*), without ; as, *atheist, anarchy*.

**Amphi**, both, around ; as, *amphitheatre*.

**Anti** (*ant*), against, opposite ; as, *antichristian*.

**Auto**, self ; as, *autobiography*.

**Dia**, through ; as, *diameter*.

**En**, in ; as, *engraft*.

**Epi**, upon ; as, *epidermis, epigram*.

**Hemi**, half ; as, *hemisphere*.

**Hyper**, over, beyond ; as, *hypercritical*.

**Meta**, beyond ; as, *metaphysics*.

**Peri**, around ; as, *perimeter*.

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<sup>1</sup> See footnote, p. 73.



Write as many words as you can containing prefixes, and tell the meaning of the parts. For example: *beside* is composed of the prefix *be*, meaning *by*, and *side*. *Beside* means *by the side*.

SOME IMPORTANT SUFFIXES, WITH THEIR MOST  
COMMON SIGNIFICATIONS.

NOUNS :—

**An, ant, ent, er, ier, ist, or,** one who (agent); as, *historian, defendant, adherent, writer, cashier, fatalist, surveyor*.

**Ate, ee, ite, ive,** one who (is, or to whom); as, *associate, devotee, favorite, captive*.

**Ary, ery, ory,** place where; as, *aviary, hennery, lavatory*.

**Acy, age, al, ance, ence, ancy, ency, dom, head, hood, ing, ion, ism, ment, mony, ness, ry, ship, tude, ty, ity, ure,** state, condition; as, *lunacy, pupilage, personal, endurance, expectancy, transparency, martyrdom, godhead, knighthood, writing, emancipation, skepticism, advancement, patrimony, goodness, pleasantry, apprenticeship, solitude, safety, ability, rapture*.

**Cle, cule, kin, let, ling, ock, ule, ette,** little, young; as, *particle, animalcule, lambkin, eyelet, gosling, hillock, globule, statuette*.

**Ess, ix,** a female; as, *huntress, administratrix*.

ADJECTIVES :—

**Ac, al, an, ar, any, ic (ical), ile, inc, ory,** pertaining to; as, *demoniac, personal, suburban, consular, planetary, oceanic, infantile, butterine, declamatory*.

**Able (ible, ble),** that may or can be; as, *habitable, convertible*.

**En,** made of; as, *golden*.

**Ful, ive, ose, ous, some, y,** full of, having the quality of; as, *careful, oppressive, verbose, dangerous, troublesome, flowery*.

**Ish, like, ly, aceous,** like, resembling, having the nature of; as, *childish, ladylike, motherly, herbaceous*.

**Less,** without; as, *sleepless*.

## VERBS : —

**En, fy, ise (ize)**, to make ; as, *whiten, beautify, immortalize*.

## ADVERBS : —

**Ly**, like ; as, *manly*.

**Ward, wise**, in the direction of ; as, *backward, endwise*.

Write as many words as you can containing suffixes, and tell the meaning of the parts. For example: *lambkin* is composed of the word *lamb* and the suffix *kin*, meaning small. *Lambkin* means a *small lamb*.

Make as many derivative words as possible from the following, and tell their meanings : —

love	five	vital	seed
blot	some	reduce	wind
gripe	after	pay	silk
calm	beech	consign	take
think	ink	law	furl
tell	home	art	fold
step	tooth	just	trust
slave	length	note	author
rag	define	bull	orate
man	invent	nose	science
end	contend	babe	sincere

Analyze the following words, giving the primitive word in each case with its meaning, then its prefix or suffix with meaning, then the meaning of the derivative. Consult the dictionary freely.

manikin	humanity	kitten	humanize
duckling	defiance	rivulet	contention
crumble	forbid	tamable	trustee
shallow	mislead	obtainable	nominee
darling	forehead	diffusive	pianist
pillow	bedaub	diffusion	superadd
afloat	befall	benevolent	satisfy

## PART FOURTH.



### PUNCTUATION.

RHETORICAL pause and grammatical punctuation are two very different things, though sometimes they conform to each other. The word *punctuate* is derived from the Latin *punctum*, a point; hence to punctuate is to mark with points. In writing, these points are used to separate words, phrases, clauses, and sentences, in order to aid the writer in expressing his meaning. They are a guide to the reader,—a hint as to the meaning of the writer. They have no reference whatever to rhetoric, being used to aid the *eye*, not the *ear*, in obtaining a correct understanding of a sentence. They are not used to indicate *pauses*, as some have taught. Pauses may be more or less in number than the marks of punctuation. To insert a mark wherever a rhetorical pause is desirable would tend to confuse the reader and obscure the meaning of the sentence. Only such marks should be used as will aid the reader in understanding the full meaning of the writer, and none such should be omitted.

The following rules should be fully explained and illustrated by the teacher, and the pupils should be required to present additional examples, both of correct and incorrect

punctuation, which should be thoroughly discussed by the class.

Inaccuracy of punctuation causes misunderstandings and difficulties in the affairs of life, needless disputes and discussions between authors and editors, and sometimes erroneous views of things to be entertained by reason of misinterpreting a sentence incorrectly punctuated. Pupils cannot, therefore, become too familiar with the correct use of all the essential marks, and the teacher should examine and mark every written exercise with this fact in view.

For practice work the pupils may be required to transcribe from the blackboard and punctuate any paragraph which has been previously placed there with all the points omitted. The comparison and correction of several such copies will prove an interesting and profitable exercise. Or the teacher may read aloud from a book, while the pupils write and punctuate what is read.

The use of punctuation marks varies so very much with the meaning and emphasis designed to be conveyed by the writer, and depends so much upon his style of expression, that it is simply impossible to formulate a series of rules which shall govern all writers, or the same writer at all times. There is, and must be, great diversity among writers in the use of the comma, for instance, and it would be as absurd to try to give rules and exceptions for all the possible uses of the comma as to attempt to illustrate all the forms of expression and shades of thought which are capable of expression in written language. Even the most obvious rules may be violated sometimes, and hence a



thorough familiarity with the English language and its construction into sentences will prove a better aid to correct punctuation than any body of rules formulated in a book.

The following rules are given, therefore, not to be followed invariably, nor for the purpose of covering the whole subject, but simply to present briefly the most common principles, and to furnish those who would write for the press some guide in general punctuation.

Many people seem to think that if they make some kind of mark with their pen in every place where a punctuation point ought to be, they are punctuating correctly, or at least sufficiently, so they make no distinction between a comma and a period, and they make no other kind of mark at all. The only mark made by others is a short dash, and the reader is compelled to decide for himself whether he should interpret it as a comma, a semicolon, or a period. Punctuating a manuscript in that way is scarcely better than making no marks at all, and is only equaled by the total neglect to cross the *t*'s and dot the *i*'s.

The marks of punctuation are the following:—

Comma	(,)	Exclamation Point	(!)
Semicolon	(;)	Interrogation Point	(?)
Colon	(:)	Marks of Parenthesis	[( )]
Period	(.)	Apostrophe	(')
Dash	(—)	Quotation Marks	(" ")

## THE COMMA.

The chief use of the comma, as, indeed, of all punctuation, is to aid the reader in understanding the exact meaning of the writer. Too many commas tend to confuse, and it must sometimes be left to the taste and judgment of the writer to determine their use. Therefore different writers may punctuate very differently and yet all correctly. The comma usually represents a brief pause, though not always, and in reading or speaking, rhetorical pauses should be made with no regard to punctuation.

It may be set down as a rule that when words are closely united in meaning no comma is placed between them, but when, for any reason, it is desired that the force and meaning of consecutive words, phrases, or clauses should be considered separately, then they are separated by commas.

“There speech and thought and nature failed a little.”

“I sat and looked and listened, and thought how many thousand years ago the same thing was going on in honor of Bubastis.”

“Those who held Republican opinions were as yet few, and did not venture to speak out.”

“And, feeling all along the garden wall,  
Lest he should swoon and tumble and be found,  
Crept to the gate, and opened it, and closed.”

In the second line of the last illustration commas might be inserted after “swoon” and “tumble,” to lend additional force to those words and to “found.”

The following quotation from Teall's “Punctuation” illustrates clearly the fact that the comma is used to aid the

reader in his interpretation of a sentence rather than to mark the grammatical construction :—

“1. He went because he was told to go.

“2. Brown's daughter Mary did it.

“3. Smith's wife Jane testified against him.

“4. The imperfect tense has three distinct forms corresponding to those of the present tense.—*Bullions*.

“5. He did not go, because he was not told to.

“6. Brown's daughter, Mary, did it.

“7. Smith's wife, Jane, testified against him.

“8. The imperfect tense has three distinct forms, corresponding to those of the present tense.

“The first sentence is a mere assertion of a reason for action, while the fifth makes two assertions—that he did not go, and that it was so for a certain reason. The second and third sentences mean a particular one of a number of daughters and wives, while the pointing in the sixth and seventh marks the fact that there is only one daughter and only one wife. *Bullions'* saying as cited in the first instance implies more than three forms, and the correctly pointed sentence restricts the number to three.”

#### GENERAL RULES.

**RULE I.** The comma is used to separate two or more consecutive words, phrases, or clauses in the same grammatical construction.

“A clear, frosty, moonlight evening had set in.”

“From the land of the Ojibways,  
From the land of the Dakotas,  
From the mountains, moors, and fen lands.”

“Ants build great edifices, keep them clean, close the doors in the evening, and post their sentries.”

(a) Such words may be arranged in pairs; in that case they are punctuated in pairs.

“Sink or swim, live or die, survive or perish, I give my hand and my heart to this vote.”

(b) The comma is sometimes, though incorrectly, omitted when a conjunction occurs between the last two of a series of words in the same construction.

“Industry, honesty, and temperance are essential to happiness.”

(c) If, however, an adjective is used to qualify only the first of three nouns, the comma should be omitted before the conjunction.

“The characteristics of Mr. Mason’s mind were real greatness, strength and sagacity.”

(d) A comma is used also after the last noun or phrase in a series, if it is not joined to the others by a conjunction.

“Industry, honesty, temperance, are essential to happiness.”

(e) The last of a series of *qualifying* words used as in (d) is not followed by a comma unless the word qualified precedes the series or is separated from the last by one or more intervening words.

“Too much of our love is an instinctive, ungoverned, narrow, selfish feeling.”

“There is something real, substantial, immortal, in Christian virtue.”

(f) Some writers, confusing the rhetorical pause with the idea of punctuation, insert commas where they are not required by the rules.

“For his sake, empires had risen, and flourished, and decayed.”



**RULE II.** Words or phrases used in apposition are separated by commas.

“The following is a dialogue between Socrates, the great Athenian philosopher, and one Glaucon, a private man.”

“I am not now to discuss the question, whether the souls of men are naturally equal.”

(a) On the same principle, a word or phrase repeated for the sake of emphasis is separated from the context by commas.

“Here, and here only, lies the democratic character of the revolution.”

(b) For a similar reason, a direct quotation, or an expression used like a quotation, is preceded by a comma.

“Patrick Henry commenced by saying, ‘It is natural to man to indulge in the illusions of hope.’”

(c) If the two words or phrases are used as a compound name, or as a single phrase, the comma should be omitted.

“Paul the Apostle.”

“Jack the Giant Killer.”

**RULE III.** Words used as names or titles of persons addressed are separated by commas from the other words with which they are used.

“I remain, sir, your obedient servant.”

“I’m to be queen of the May, mother.”

**RULE IV.** A phrase or clause denoting cause, purpose, condition, or concession is followed by a comma when it precedes the principal clause.

“Had a conflict once begun, the rage of their persecutors would have redoubled.”

“Shame being lost, all is lost.”

“Conscious of her innocence, many came to the trial without fear.”

“To make a long story short, I married the widow.”

**RULE V.** A comma is sometimes used to mark the grammatical separation of parts of speech, as between a complex subject or object and its verb, especially when such object is placed before the word on which it depends.

“Even the kind of public interests which Englishmen care for, he held in very little esteem.”

“The same modification of our Germanism by another force which seems Celtic, is visible in our religion.”

(a) An adverb or phrase out of its natural place is set off by a comma, to help the reader to understand the meaning. If the meaning is clear without the comma, it should not be used. (See Rule IV.; also Rule VI.)

“In their eyes, the very ground on which he trod was sanctified.”

“As an orator, perhaps, he was not magnetic or inspiring.”

“Patience, I say ; your mind perhaps may change.”

**Note.** — It will be noticed that “perhaps” is followed by a comma when it modifies the preceding phrase, but not when it modifies the expression following.

**RULE VI.** An adverb or any expression used parenthetically may be separated from the context by commas instead of parenthesis marks.

“The farmers of the neighborhood had made haste, as soon as the event of the fight was known, to send hogsheads of their best cider as a peace-offering to the victors.”

“He, like the world, his ready visit pays  
Where fortune smiles.”

“The pursuers, too, were close behind.”

(a) This applies to a relative clause, whether introduced

by a relative pronoun or adverb, used as explanatory, or to present an additional thought.

“His stories, which made everybody laugh, were often made to order.”

“They passed the cup to the stranger, who drank heartily.”

(b) Sometimes the dash is used instead of commas, to avoid ambiguity or obscurity.

“The expenditure of this vast sum of money is intrusted to a cumbersome body of school officers—trustees, inspectors, and commissioners—created by a jumble of laws, in which responsibility is divided hopelessly.”

(c) Some adverbs may be used either parenthetically or as modifiers. If used as modifiers, the comma should be omitted.

“Take due notice and govern yourselves accordingly.”

“He was, accordingly, executed the next day.”

RULE VII. Words or clauses used to denote contrast or opposition should be separated by a comma.

“The more I reflected upon it, the more important it appeared.”

“The Quaker revered principles, not men; truth, not power.”

#### SPECIAL RULES.

RULE VIII. When the conjunction “too” is placed at the end of a sentence or a clause, it must not be separated from the context by a comma.

“I would that they had changed voices too.”

RULE IX. After the word “price,” when immediately preceding the value of any article, the comma may be omitted.

“Price \$5.” “Price fifty cents.”

RULE X. Numbers consisting of more than three figures, except dates, are divided by commas into periods of three figures each, beginning at the right. This is not a mark of punctuation, but a device to aid in reading the number.

“1,247.” “244,392,000.”

#### EXERCISES FOR THE COMMA.

Write the following sentences, inserting commas where they belong, and give the rule for each:—

“An aged venerable man.”

“A venerable old man.”

“How poor how rich how abject how august  
How complicate how wonderful is man !”

“The authority of Plato and Aristotle of Zeno and Epicurus still reigned in the schools.”

“They shrunk from no dangers and they feared no hardships.”

“His trees extended their cool umbrageous branches.”

“Kingleake has given Aleck a great handsome chestnut mare.”

“There are no mediæval personages ; they belong to an older pagan mythological world.”

“It is the center of trade the supreme court of fashion the umpire of rival talents and the standard of things rare and precious.”

“I have had to bear heavy rains to wrestle with great storms to fight my way<sup>1</sup> and hold my own as well as I could.”

“Then speech and thought and nature failed a little.”

“We bumped and scraped and rolled very unpleasantly.”

“My manors halls and towers shall still be open at my sovereign’s will.”

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<sup>1</sup> A comma may be omitted after “way,” because the expression following is more closely connected with it than with the other words in the series.



“Black spirits and white  
 Blue spirits and gray  
 Mingle mingle mingle  
 You that mingle may.”

“Plays and poems hunting and dancing were proscribed by the austere discipline of this saintly family.”

“The discourse was beautifully elegantly and forcibly delivered.”

“The spirit of the Almighty is within around above us.”

“Thompson Brown Jones and Company.

“The man professed neither to eat nor drink nor sleep.”

“The husband and wife and children suffered extremely.”

“Who to the enraptured heart and ear and eye  
 Teach beauty virtue truth and love and melody.”

“From generation to generation, man and beast and house and land have gone on in succession here, replacing following renewing repairing and being repaired demanding and getting more support.”

“Saying with a loud voice, Worthy is the Lamb that was slain to receive power and riches and wisdom and strength and honor and glory and blessing. And every creature which is in heaven and on the earth and under the earth and such as are in the sea and all that are in them heard I saying, Blessing and honor and glory and power be unto him that sitteth upon the throne and unto the Lamb forever and ever.”

“Punish guide instruct the boy.”

“Verily verily I say unto you.”

“The colleges the clergy the lawyers were against me.”

“Your ends objects seem to me important. I see I feel the great evils of our present social state.”

“The world that is outward material is the shadow of that which is spiritual.”

“The more of common objects of common tastes of common sources they possess, the more tender and beneficent will be their union.”

“Interest and ambition honor and shame friendship and enmity gratitude and revenge are the prime movers in public transactions.”

“Let elevation without turgidness purity without prurience pathos without whining characterize our style.”

“Nothing is more wise or more admirable in action than to be resolute and yet calm earnest yet self-possessed decided and yet modest.”

“She is a virtuous and excellent young woman.”

“She had dark blue eyes and beautiful light brown hair.”

“He then proceeded to draw on a pair of old shabby and very dirty white kid gloves.”

“One truth is clear Whatever is is right.”

### THE SEMICOLON.

**RULE I.** The semicolon should be used to separate two consecutive clauses either of which is subdivided by one or more commas.

“In prosperity, he was too much elated ; in adversity, too despondent.”

**RULE II.** The semicolon is used to separate consecutive phrases or clauses which are independent of each other grammatically, but depend alike upon some word preceding or following.

“Children, as they gamboled on the beach ; reapers, as they gathered the harvest ; mowers, as they rested upon the scythe ; mothers, as they busied themselves about the household ;—were victims to an enemy who disappeared the moment a blow was struck, and who was ever present where a garrison or a family ceased its vigilance.”

(a) When the connection between phrases or clauses is very close, the comma may be used unless the semicolon is required by Rule I. When the connection between sentences is not close, the period may be used.

“He saw that London society was, in truth, a kind of microcosm, or the whole world in a little, a place where you had to make and keep your own footing.”

A semicolon after “little” would be better punctuation ; a dash would be still better.

(b) When the members of such a series of expressions all depend upon or govern a clause following them all, a dash should be used with the last semicolon, as in the example given under Rule II.

RULE III. The semicolon may properly be used between two clauses, instead of a comma, when the latter clause is not closely connected in thought with the former, and is more or less adversative.

“The past seems to promise it ; but the fulfillment depends on the future.”

RULE IV. When a word, phrase, or clause is given as an example or illustration of a preceding statement, it is usually separated from such statement by a semicolon. “As,” “viz.,” “e.g.,” “i.e.,” or their full expression, may follow the semicolon and be followed by a comma. (See numerous illustrations in Part First of this book.)

#### THE COLON.

The use of the colon is being restricted more and more to certain special or technical uses, and its place is supplied by the period, the semicolon, or the dash.

The old rule was that a colon should be used to separate two consecutive clauses, or members of a sentence, either of which is subdivided by one or more semicolons; as,—

“Early reformatations are amicable arrangements with a friend in power; late reformatations are terms imposed upon a conquered enemy: Early reformatations are made in cold blood; late reformatations are made under a state of inflammation.”

The most common use of the colon is when a series of words or statements is given in a formal way; especially

when "the following," "as follows," or words of similar meaning are expressed or implied; as, —

"Correct the errors in the following expressions :"

"We hold these truths to be self-evident : that all men are created equal ; that they are endowed by their Creator with certain inalienable rights ; that among these are life, liberty, and the pursuit of happiness."

"Again," "In conclusion," "To sum up all," or any similar expression used to introduce a series of sentences to all of which it refers, may be followed by a colon ; as, —

"To sum up all ; My friends, the time is short. We are as guests in a strange land, who tarry but one night. We wander up and down," etc.

This is particularly the case if a direct quotation is given.

"The air was sweet and plaintive ; and the words, literally translated, were these : 'The winds roared and the rains fell, when the poor white man, faint and weary, came and sat under our tree.'"

In the case of a quotation like the above, instead of the colon, sometimes a comma is used, or a comma and a dash ; sometimes also the dash is used with the colon. This is especially the case when the quotation begins a new paragraph ; as, —

"At a meeting held last evening, the following resolution was passed, viz. : —

" 'That it should be the duty,' " etc.

The more formal or independent the quotation, the greater is the mark of punctuation, and if the quotation is not introduced in an independent, formal way, it is not preceded by any mark except the inverted commas ; as, —

"Dr. Thomas Brown truly says that 'the benevolent spirit is as universal in its efforts as the miseries which are capable of being relieved.'"



The colon is used similarly after the introductory words of an address; as, —

“My dear father:,” “Gentlemen of the jury:,” “To the editor of the Journal:.”

The colon is used between figures expressing hours and minutes, chapter and verse; as, “3:40 P.M.”; “Psa. 44:8.”

The colon is used sometimes between the name of the place where a book is published and the name of the publisher; as, “Chicago: A. Flanagan Company.”

The colon may properly be used after the adverbs “yes” and “no,” if they are followed by an independent sentence which gives a reason or explanation of the answer; as, —

“Will he pretend to say that this is an offensive war, — a war of conquest? Yes: the gentleman has dared to make this assertion.”

#### THE PERIOD.

Besides the regular use of the period at the close of a sentence or paragraph, it is used to mark an abbreviation; as, “Mass.,” “N. Y.,” “Mr.”

(a) A distinction should be made between what *seems* to be an abbreviation and an *actual* abbreviation. For example, no period should follow such forms as “1st,” “2d,” “3d,” “4th,” “8vo,” “16mo,” etc.

An abbreviation is a word in which one or more letters are used to represent the whole word; it is not a word which simply has one or more letters omitted between the first and the last. That is a contraction. When the last letter of the word is written, an apostrophe usually marks the place of the omitted letters and no abbreviation point is

used; as, "sec'y," "Sam'l," "Gen'l." In some cases, however, the apostrophe is omitted and the abbreviation mark is used; as, "supt.," "prest.," "dept.," "Mt." These are not properly called abbreviations, but contractions.

(b) The period is not used at the close of a sentence if the sentence is interrogative or exclamatory, and followed by an interrogation or exclamation point; but all abbreviations should be marked by the period, whatever other mark is necessary besides; as, "While I was living in Boston, Mass., I became acquainted with Governor Long."

(c) Sometimes an abbreviation becomes so generally used instead of the full word that it is regarded as a complete word and the abbreviation mark is omitted; as, "per cent" for "per centum," "Ben," "Sam," "Will," etc., for "Benjamin," "Samuel," "William," etc.

(d) A sentence closing with an abbreviation requires but one period at the close; as, "The library is well supplied with books, pamphlets, magazines, etc."

(e) The period should also be used before decimal numbers, at the close of a heading or sub-heading, after figures used to number a series, also where such figures are introduced as citations; in short, at the end of every complete written expression.

Four successive periods in the body of a sentence or paragraph, with spaces between them, denote an omission of words or sentences; as, —

"In the long, dark alley, while my friend . . . was wondering where I had gone."

A line of periods, well spaced, between two paragraphs denotes that one or more paragraphs have been omitted.

A succession of periods is used for "leaders" in tables, etc., between the end of a topic or sub-head and a figure at the end of the line.

Roman numerals should be followed by the period except when they are used as cardinal numbers, such as the folios of books or papers.

It may be difficult to decide whether a period or a semicolon should be used between several consecutive sentences. No arbitrary rule can be given to determine this, but it may be said that when the sentences are somewhat closely connected in meaning, or are similar in their use, the semicolon is to be preferred.

A decimal number is always a fraction, hence less than one unit; and no fraction should be read as representing more than one, or the plural of the object spoken of. " $\frac{1}{2}$ yd.," ".5yd.," etc., should be read "one-half yard," "five tenths of a yard," etc. ".625" is 625 thousandths of a unit. If grains are spoken of, it should be written ".625 of a grain," or ".625 grain"; not ".625 grains."

The point should not be used with a number denoting dollars unless some cents are also included. It is incorrect to write \$25., since the point belongs only to the decimal part of the number. Hence, if a number denoting dollars and cents is divided at the end of a line (which should be avoided if possible), the decimal point should be written in the second line.

#### THE DASH.

The primary significance of the dash is that at the place where it is used there is a suspension or incompleteness in

the expression, and perhaps a sudden transition to another thought.

In many instances the dash is used simply to fill a blank space, either as a mechanical device or to unite the parts before and after a pause.

It is a mark of great carelessness, not to say ignorance, for a writer to use the dash indiscriminately, where marks of a different kind should be used. Such use of the dash is excusable, if ever, only in rapid and exciting discourse.

The following are some of the cases in which the dash is used: —

(a) To mark a sudden suspension or change in thought.

“For I was born at Bingen — at  
Bingen on the Rhine.”

“He has been unkindly — he has been shamefully treated by his friends.”

“It was the beginning of the end — the downfall of the Farmers’ College.”

“Was there ever a bolder captain of a more valiant band? Was there ever — but I scorn to boast.”

(b) After a period following a sub-heading.

“NOTE. — This is the only instance of the kind to be found in Shakespeare.”

(c) After a colon, if the following series is very long; also after a comma or colon when the next word begins a new paragraph. This includes the use of a dash after the salutation of a letter.

“The following are illustrations of the principle above stated: —.”

“This quotation might be written as follows: —.”

“Mr. John Smith,

Dear Sir: —.”



(d) Before the name of an author appended to a quotation.

“Uncle Sam’s gold — meaning no disrespect to him — has a quality of enchantment like that of the devil’s wages.” — *Hawthorne*.

(e) After a direct question when the answer immediately follows.

“What then? are we better than they? — No, in nowise.”

(f) To take the place of omitted letters or figures; as, —

*B—n*, for *Boston*; 1898—99, for 1898 and 1899.

(g) To separate sentences when the second would regularly begin a new paragraph but from lack of space does not. This is sometimes the case in a conversation between two persons, or in gazetteers, encyclopedias, etc.

“One day John made his reply to an intimate friend of the lady, who shortly went away, leaving a card and a promise to call again. As the card was handed to Mrs. —, she said, ‘John, what did you say to the lady?’ — ‘I told her you were not at home.’ — ‘Well, John, I hope you did not laugh?’ — ‘Oh, no! ma’am,’ said John; ‘I never laugh when I tell a lie.’”

(h) As a substitute for the marks of parenthesis.

This occurs —

1. When the parenthesis contains one or more commas.
2. When it consists of a word or thought repeated for rhetorical effect.
3. When it is used in an explanatory sense.

“Unlike as they were externally — and there could scarcely be a more decided contrast than between Florence in her delicate youth and beauty and Captain Cuttle with his knobby face, his great, broad, weather-beaten person, and his gruff voice — in simple innocence of the world’s ways and the world’s perplexities and dangers, they were nearly on a level.”

“Shall I, who was born, I might almost say, but certainly brought

up, in the tent of my father, that most excellent general — shall I, the conqueror of Spain and Gaul, and not only of the Alpine nations, but of the Alps themselves — shall I compare myself with this half-year captain? — a captain, before whom should one place the two armies without their ensigns, I am persuaded he would not know to which of them he is consul.”

“To Anderson — a young man of vivid fancy, fine senses, and cordial sympathies, who had been reared in the blessed air of renunciation — everything in Italy was a delight.”

There is great diversity of practice in the use of other marks with the dash, though most authorities claim that the use of the dash does not in any case prevent the use of other marks of punctuation which the construction or sense would require without the dash, and that such points should always precede the dash. Teall insists, however, that when the dash is used, it is needless and illogical to insert other marks.

#### EXCLAMATION AND INTERROGATION POINTS.

The use of these points needs no explanation. They are regularly used after exclamations and direct interrogations, whether independent or parenthetical.

It is not proper to use the exclamation point immediately after the interjection *O*. This form is used instead of *Oh* in direct address, the expression of a wish, or as an introduction to an exclamatory phrase, in which case the exclamation point is used at the end of the phrase.

The exclamation point should not be used after any interjection unless such interjection is exclamatory.

The form *Oh* is always immediately followed by the point unless used with an exclamatory sentence or phrase which

requires the point at its close. It is never properly used in a direct address.

As a rule, the word following an interrogation or exclamation point begins with a capital letter, though not always.

In some questions it is difficult for a writer to decide which of these points should be used. It is a safe rule to say that if an answer is expected or implied, the interrogation point should be used; but if no answer is expected, the question may be regarded as exclamatory, and the exclamation point may be correctly used.

#### MARKS OF PARENTHESIS AND BRACKETS.

The marks of parenthesis are used to enclose an explanatory or qualifying phrase or sentence, not grammatically connected with the sentence in which it is inserted.

“A certain amount of instruction in song (by the Italian method) should be given early in the life of a child.”

Marks of parenthesis are not so common in these days as formerly, the dash often taking their place, and even the comma being frequently used where we might expect to find the marks of parenthesis.

Commas are used to set off words, phrases, or short clauses slightly parenthetical; dashes are used with longer clauses, having more of a parenthetical nature, especially if subdivided by a comma; and the upright curves or marks of parenthesis are used when the clause is wholly parenthetical and grammatically independent.

“Know then this truth (enough for man to know),  
Virtue alone is happiness below.”

This quotation might be written with dashes enclosing the parenthesis, as follows:—

“ Know then this truth, — enough for man to know, —  
Virtue alone is happiness below.”

The parenthesis does not affect the punctuation of the sentence, except that any mark which would be used without the parenthesis is placed after the second curve.

If dashes are used instead of curves, and the additional mark is also retained, it must be placed before each dash. (See the example above.)

The following illustration shows the three ways of punctuating the parenthesis:—

“ If we exercise right principles (and we cannot have them unless we exercise them), they must be perpetually on the increase.”

“ If we exercise right principles, and we cannot have them unless we exercise them, they must be perpetually on the increase.”

“ If we exercise right principles, — and we cannot have them unless we exercise them, — they must be perpetually on the increase.”

The marks of parenthesis are sometimes used to enclose figures or letters enumerating subordinate divisions of a general subject, when other figures or letters have been used without the marks in the general divisions. (See illustrations throughout these rules.)

Brackets are used within quotations to enclose the words of the writer — not those of the person quoted.

“ Were you on [the] deck of the steamer at [the time of] the collision? ”

“ He told you and I [me] to go.”



## THE APOSTROPHE.

The apostrophe should be written in the place of an omitted letter or letters; as, "thro'," "e'en."

The use of the apostrophe in the possessive case of nouns shows the omission of *i* or *hi*, hence it should invariably precede the *s*; but in case of plurals and other words ending in *s*, and such expressions as "for righteousness' sake," "for conscience' sake," "for goodness' sake," "for Jesus' sake," etc., the *s* of the possessive is omitted, to prevent too much hissing sound.

The possessive case of pronouns does not take the apostrophe; as, "yours," "its," "theirs."

The apostrophe is used in writing the plural of characters and signs and generally in writing the plural of figures; as, "2's," "i's," "\*s."

When the elision of a syllable causes two words to be pronounced as one, the elision is supplied by an apostrophe, but *the two words remain separated in space*; as, "A book 's a book, although there 's nothing in 't." The only exceptions to this are "don't," "can't," "won't," and "sha'n't." However, many printers throw together as one word all combinations pronounced as one word.

It was formerly the custom to write such forms as "conquer'd," "thro'," "pow'r," etc., in poetry, also to elide a vowel, as *t'* for *to*, *th'* for *the*, when a line of poetry would have one too many syllables, but unless the pronunciation of the word is changed it is no longer customary to use these forms.

Formerly the final *ed* in the imperfect tense and perfect

participle of verbs was pronounced as a separate syllable, but this is now seldom the case; when it is, the *e* is marked by a grave accent. (See Wilson's Punctuation, pp. 199, 200.)

#### QUOTATION MARKS.

When the exact words of another are introduced, they should be enclosed in quotation marks.

A quotation within a quotation should be enclosed within single marks.

“ God said, ‘ Let there be light,’ and there was light.”

A quoted passage, like a parenthetical clause, has its own punctuation, independent of the quotation marks.

“ For shame ! How can you say,  
‘ Do you love me ? ’ ! ”

If a quotation extends beyond a single paragraph, the marks should be repeated at the beginning of each paragraph, but should not be used at the close of any except the last.

No paragraph should be made within a quotation, unless the quotation begins with a paragraph.

The same rule applies to stanzas in poetry. The first line of each stanza quoted should be preceded by quotation marks. Such marks should stand *outside* the stanza, but if a quotation is made *within* a stanza, the marks should not be set outside.

The following example illustrates a combination of marks which should be avoided:—

“ It is written in the Gospel, ‘ Jesus answered the Jews, “ Is it not written in your law, — ‘ I said, “ Ye are gods ” ’ ? ” ’ ”

It would be much better in such an exceptional case as this to omit some of the marks of quotation entirely; thus, "It is written in the Gospel, 'Jesus answered the Jews: Is it not written in your law,—I said, Ye are gods?'"

It should be noticed that the introductory marks of quotation are two inverted commas, and the closing marks are two apostrophes. Both are placed above the line.

The comma and the period are always placed before the closing marks of a quotation, and most printers now place all other marks similarly, but it is a rule with some of the most careful printers to place the other points after the quotation when they do not form a part of it.

Quotation marks should be used to include titles, names, or any expression which might not be distinctly understood if not so quoted. Italics may sometimes be used to mark a quotation, especially if quoted from a foreign language.

#### GENERAL EXERCISES FOR PRACTICE.

Punctuate the following sentences so as to express their intended meaning, and give the rule for each mark:<sup>1</sup>—

1. Woman without her man would be a savage.
2. John Keyes the lawyer says he is guilty. (In how many ways can you punctuate this sentence?)
3. Writers on punctuation generally provide for if they do not actually prescribe certain uses which are not nearly universal in practice and of which some are absolutely unnecessary though they cannot truthfully be called erroneous.

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<sup>1</sup> The teacher should bear in mind that quite a good deal of liberty should be allowed in the punctuation of many sentences. When pupils differ as to the punctuation of any sentence, each different form should be studied carefully and all differences in meaning should be pointed out. Comparatively few arbitrary rules should be insisted on.

4. Words joined in pairs by conjunctions or other particles should be separated into pairs by commas.

5. On the whole it will be found that the art of punctuation is founded rather on grammar than on rhetoric that its chief aim is to unfold the meaning of sentences with the least trouble to the reader and that it aids the delivery only in so far as it tends to bring out the sense of the writer to the best advantage.

6. The types made us say in our last something about the Dogs of the Seine we certainly wrote Days of the League We have no doubt that in a large majority of cases of this sort if the question between the types and the pen were left to a jury they would decide in favor of the types.

7.                   What do you think  
                       I'll shave you for nothing  
                       And give you some drink.

8.                   Every lady in this land  
                       Hath twenty nails upon each hand  
                       Five and twenty on hands and feet  
                       And this is true without deceit.

9. In paradise Adam and Eve reigned supreme There was in Eve's every gesture dignity and love.

10. Rhetoric is the science and oratory the art of speaking well.

11. A rhetorical sometimes a grammatical pause should be used after words in apposition or in opposition to each other.

12. The swan whose neck is out of all proportion to his body is the most beautiful of all birds.

13. The Greeks may well boast of having produced a Euclid whose works are esteemed even by the profoundest mathematicians in modern times.

14. It is probable that every planet as the Creator has made nothing in vain is inhabited.

15. I maintain that as knowledge extends the range of all imagery is enlarged and what is far more important that the conception kindles by the contemplation of higher objects.

16. Morning is the best time to study my beloved children.



17. God from the mount of Sinai whose gray top  
Shall tremble he descending will himself  
Ordain their laws.

18. We must however pay some deference to the opinions of the wise however much they are contrary to our own.

19. The young man was indeed culpable in that act though indeed he conducted himself very well in other respects.

20. I know of no great expounder of moral principle I know of no eloquent teacher of divine truth who is more useful in God's world than the business man that carries his religion into his business.

21. A wise man seeks to shine in himself a fool to outshine others.

22. Curiosity allures the wise vanity the foolish and pleasure both.

23. Patrick Henry commenced by saying It is natural to man to indulge in the illusions of hope.

24. The poet Gray one of the most intellectual and fastidious of men says Happy they who can create a rose-tree or erect a honey-suckle.

25. Prosperity is naturally though not necessarily attached to virtue and merit adversity to vice and folly.

26. There are men whose powers operate in leisure and in retirement and whose intellectual vigor deserts them in conversation whom merriment confuses and objection disconcerts whose bashfulness restrains their exertion and suffers them not to speak till the time of speaking is past or whose attention to their own character makes them unwilling to utter at hazard what has not been considered and cannot be recalled.

27. Stones grow vegetables grow and live animals grow live and feel.

28. Full many a gem of purest ray serene  
The dark unfathomed caves of ocean bear  
Full many a flower is born to blush unseen  
And waste its sweetness on the desert air.

29. Our duties to individuals are classed under four heads viz as arising from affinity friendship benefits received contract.

30. It is with narrow-souled people as with narrow-necked bottles the less they have in them the more noise they make in pouring it out.

31.           There is a pleasure in the pathless woods  
               There is a rapture on the lonely shore  
               There is society where none intrudes  
               By the deep sea and music in its roar.

32. We all admire this sublime passage God said Let there be light and there was light.

33. The infinitive mood is often used as the nominative to a verb as To err that is error is human.

34. The mark of interrogation should not be used when it is only affirmed that a question has been asked and the expression denoting inquiry is put in any other shape than that of a direct question as I was asked if I would stop for dinner If put in the interrogative form this sentence would be read and punctuated according to the rule I was asked will you stop for dinner.

35. How often in an instant doth a hand unseen shift the scenes of the world.

36. Oh I could be bounded in a nutshell and count myself a king of infinite space were it not that I have had bad dreams.

37. The Egyptian style of architecture see Dr Pocock not his discourses but his prints was apparently the mother of the Greek.

38. She had managed this matter so well oh how artful a woman she was that my father's heart was gone before I suspected it was in danger.

39. You say said the judge that the bag you lost had a hundred and ten dollars in it Yes sir Then replied the judge this cannot be your bag as it contained but a hundred dollars.

40. Young master was alive last Whitsuntide said the coachman Whitsuntide alas cried Trim extending his right arm and falling instantly into the same attitude in which he read the sermon what is Whitsuntide Jonathan for that was the coachman's name or Shrove-tide or any other tide or time to this.

41. I forgot my     Your portmanteau hastily interrupted Thomas  
 The same.

42. To pull down the false and to build up the true and to uphold what there is of true in the old let this be our endeavor.

43. The collision of mind with mind the tug and strain of intellectual wrestling the tension of every mental fiber as the student reaches forth to take hold of the topmost pinnacle of thought the shout of joy

that swells up from gladsome voices as he stands upon the summit with error under his feet these make men.

44. You speak like a boy like a boy who thinks the old gnarled oak can be twisted as easily as a young sapling.

45. There are times they only can understand who have known them when passion is dumb and purest love maintains her whole dominion.

46. In our dwellings and in concert rooms aye and in opera-houses so the theme be pure and great there is preaching as surely as within church-walls.

47. I am come to regard the world as an arena in which I have to do two things improve others and improve myself.

48. If men would confine their talk to those subjects only which they understand that which St John informs us took place once in heaven would happen very frequently on earth silence for the space of half an hour.

49. How are you Trepid How do you feel today Mr Trepid A great deal worse than I was thank you almost dead I am obliged to you Why Trepid what is the matter with you Nothing I tell you in particular but a great deal is the matter with me in general.

50. To one who said I do not believe there is an honest man in the world another replied It is impossible that any one man should know all the world but quite possible that one may know himself.

51. They that go down to the sea in ships that do business in great waters these see the works of the Lord and his wonders in the deep for he commandeth and raiseth the stormy wind which lifteth up the waves thereof They mount up to the heaven they go down again to the depths their soul is melted because of trouble.

52. O how weak is mortal man how trifling how confined his scope of vision.

53. A shot Ah he falls but his life's latest sigh  
Is 'Tis sweet O 'tis sweet for our country to die  
And thus Warren fell Happy death noble fall.

54. Tertullian an earnest Christian pastor in Carthage wrote  
If the Tiber overflowed its banks if there was famine or plague  
if the season was hot or dry or scorching whatever public calamity  
happened the universal cry of the populace was To the lions with the  
Christians.

55. Pain and cold and hunger and weariness and loneliness I have borne with a prayer and a tight mouth and I never said before that I thought Him cruel hard.

56. Mr. Field wrote thus of Longfellow In his modesty and benevolence I am reminded of what Pope said of his friend Garth He is the best of Christians without knowing it.

57. What a teacher therefore most especially needs and parents need it too is the faith that knows how to work and wait.

58.           The storm passed by the happy trees  
                  Stood up and kissed the sun  
                  And from the birds new melodies  
                  Came floating one by one.

59. When the Black Book as the report of the commissioners was called was read in the House of Commons and the iniquities practiced in many of the monasteries under the guise of religion were exposed the chamber was filled with cries of Down with them Down with them.

60.           Why is thy life so sorely smitten Wait  
                  And thou shalt learn Dead stones thy teachers were  
                  Through years of toil thy hand did minister  
                  To joyous Art thou wast content with Fate  
                  Take now thy ruined passion fix its date  
                  Peruse its growth and if thou canst replan  
                  The blended facts of Life that made thee man  
                  Could aught be spared or changed for other state

61. At the foot of that great oak I have often poured out to my Heavenly Father the secret woes of my life yet the straggling winds that pass through its branches have never in all their wanderings lisped a word of what I said The tender plants that listen to my moans and witness my tears turn their bright faces to the sky saying Look up the light of God's love can dispel the damps and dews of the dreariest night that sorrow ever brought upon the human heart Surely

                  There is a pleasure in the pathless woods  
                  There is society where none intrudes

and

                  I love not man the less but nature more  
                  From these our interviews.



62. The quality of mercy is not strained  
 It droppeth as the gentle rain from heaven  
 Upon the place beneath it is twice blessed  
 It blesseth him that gives and him that takes  
 Tis mightiest in the mightiest it becomes  
 The thronèd monarch better than his crown  
 His scepter shows the force of tempòral power  
 The attribute to awe and majesty  
 Wherein doth sit the fear and dread of kings  
 But mercy is above his sceptered sway  
 It is enthronèd in the hearts of kings  
 It is an attribute of God himself  
 And earthly power doth then show likest God's  
 When mercy seasons justice Therefore Jew  
 Though justice be thy plea consider this  
 That in the course of justice none of us  
 Should see salvation we do pray for mercy  
 And that same prayer doth teach us all to render  
 The deeds of mercy.

## OTHER CHARACTERS OR SIGNS FOUND IN BOOKS.

Asterisk, or star (*).	Section (§).
Dagger (†).	Parallel (  ).
Double dagger (‡).	Paragraph (¶).

The above signs are used as references to notes at the foot of the page. If more than six are needed on a single page, they are doubled (\*\*).

It is becoming quite common to use superior figures instead of signs (<sup>1</sup>).

The asterisk is also used to denote an omission of letters or words; as, *B\*\*\*\*\*n*, for *Boston*; "Our dictionaries record the different systems \* \* \* with a few exceptions."

The dagger is generally used in dictionaries to indicate that the word to which it is attached is obsolete.

The section mark is used to indicate a division of a book; as, § 24.

**Ditto marks** („, or “) are placed under words to show that they are to be repeated in the next line. These marks are sometimes two commas and sometimes two inverted commas.

A **brace** ({} ) indicates that the lines enclosed by it are each to be taken with what stands before the point of the brace.

The **index** (☞), sometimes called *hand*, or *frist*, calls particular attention to a special statement.

The **asterism** (\* \* \*) is sometimes used for the same purpose as the index.

**Leaders** are periods or hyphens used to lead from the terminus of a short line to a word or figure at the extreme end of the line.

The **accent** — (´) acute, (˘) grave, and (^) circumflex — is used to indicate pronunciation. In mathematics, *a'* is read *a prime*; *a''*, *a second*; *a'''*, *a third*.

In linear measurement, one acute accent denotes *feet*; two, *inches*; three, *lines*; as, 2', 10'', 5''', *two feet, ten inches, five lines*.

The **degree** (°) is used in expressing the register of a thermometer or barometer, and in designating one or more of the three hundred and sixty equal parts of a circle. It is used also, with the acute accents, in recording latitude and longitude; as, 10°, *ten degrees*; 30° 20' 10'', *thirty degrees, twenty minutes, ten seconds*.

## THE HYPHEN.

The most common use of the hyphen is to join together the parts of a compound word, or to separate the syllables of a word ; as, *heart-broken*, *cos-mo-pol-i-tan*.

It is impossible to lay down any set of rules to be invariably followed in the use of the hyphen. The custom of writers is quite various and changeable. The tendency is toward omitting the hyphen in compound nouns. Many nouns now commonly joined by a hyphen will, after a time, undoubtedly be united without the hyphen, especially the shorter ones, such as *prayer-meeting*, *horse-jockey*, *deaf-mute*, *title-page*, *catch-basin*, *slate-color*, *story-teller*, *money-maker*, *mince-meat*, *life-preserver*, *lamp-post*, *flea-bite*, *base-burner*.

Instances of the omission of the hyphen may be seen in *nevertheless*, *highwayman*, *forthcoming*, *everlasting*, *notwithstanding*, *beeswax*, *townspeople*, *whatsoever*, *hereupon*.

The first and most obvious rule for the use of the hyphen in compound nouns is that it should be used when each of the two words retains its own accent and meaning, or the two are pronounced as if not compounded ; as, *child-study*, *telegraph-pole*, *quarter-deck*, *dinner-table*, *battle-field*, *text-book*, *loop-hole*, *tea-chest*.

(a) When the two words are accented as one, they should be joined without a hyphen ; as, *inkstand*, *clergyman*, *blacksmith*, *nobleman*, *bookseller*, *rainbow*, *railroad*, *snowball*, *earthquake*.

(b) If the first part is an adjective, or a noun used like an adjective, and especially if the accent is strongest on the second part, they do not form a compound ; as, *armed chair*,

*blank verse, gold ring, tin basin, business block, common sense, good will, north wind, family party, leisure hours, village parson, old maid, pine table, oak boards, brick wall, glass pitcher, silver spoon, home life, mountain top, Sunday school.*

(c) If the first word ends and the second begins with the same letter or digraph, or with a vowel, the hyphen is used, regardless of the accent; as, *head-dress, sail-loft, book-keeping, ear-ring, pale-eyed, glow-worm, night-time, fire-arms, pine-apple, peace-offering, pre-occupy, re-enter, snow-white, flag-grass.*

(d) Some printers omit the hyphen, but place a dieresis over the second vowel when both are the same; as, *coöperate, zoölogy.*

(e) The prefixes *bi* and *tri* are united to their words without a hyphen; as, *biennial, triune.*

(f) The hyphen is used where the second word is *tree* or when the first word contains more than one syllable; as, *scrapbook, bankbook, commonplace-book, apple-tree, oak-tree, bluefish, devil-fish, whitefish, swordfish, blackbird, humming-bird, ricebird, bluebird, weaver-bird, rifle-bird, writing-book, canal-boat, daylight, candle-light, dwelling-house, schoolhouse, roundhouse, senate-house, clubroom, bedroom, dining-room, hillside, river-side, graveyard, lumber-yard, cupboard, sailboat, dressing-room.*

(g) Many compounds beginning with *school* omit the hyphen; as, *schoolboy, schoolmate, schoolmaster, schoolhouse*; but *school days, school district, school teacher, school children*, etc.

(h) When two or more words are used with a combined force as an attributive adjective qualifying a noun, the qualifying words should be joined by a hyphen; as, *a red-*



*hot stove, the well-known writer, a bandy-legged fellow, hand-sewed clothing, a never-to-be-forgotten occurrence, a heart-broken woman, sweet-scented, sixty-five, forty-third, three-legged, first-born, good-looking, down-trodden, high-water mark, bird's-eye view, first-class car, up-hill work, New-England customs, a matter-of-fact man.*

(i) A noun in the possessive case forming a compound with the noun following it is joined to its noun by a hyphen; as, *Solomon's-seal, Jew's-harp, lady's-slipper, king's-evil, crow's-nest.*

This is not the case, however, with proper nouns; as, *St. John's College, St. Paul's Church, Van Dieman's Land, Merchants' Exchange, New Year's Day.*

(j) The hyphen is used where a prefix is joined to a proper noun; as, *Ex-President Harrison, pre-Adamite, Anglo-Saxon.*

(k) The hyphen is generally used when a noun or adjective of more than one syllable is compounded with the prefix *over, under, out, cross, or counter*; as, *under-current, counter-current, over-issue, over-frequent.*

*Undergraduate* does not take the hyphen.

(l) Such words as *step-mother, father-in-law, attorney-at-law, commander-in-chief*, etc., are usually written with hyphens, also military and civic titles; as, *attorney-general, vice-president, lieutenant-colonel, ex-president.*

(m) A hyphen is generally placed between the two parts of a compound numeral, also compounds of *half* or *quarter*; as, *twenty-one, ninety-nine, twenty-fifth, forty-second, half-pint, quarter-barrel.*

(n) Nouns joined with *holder* and *monger* are usually writ-

ten without the hyphen; as, *stockholder*, *landholder*, *cheese-monger*, *ironmonger*.

(o) Compounds ending with *like* usually omit the hyphen unless derived from a proper name; as, *childlike*, *lifelike*, *workmanlike*, *Argus-like*, *Bedouin-like*.

(p) The hyphen is used at the end of a line in print to show that a part of the last word in the line is carried to the next line; as, "These bonds are convertible at the pleasure of the secretary, in an instant, into cash."

#### EXERCISE.

Distinguish in meaning between: *a broad-brimmed hat* and *a broad brimmed hat*, *a walking-stick* and *a walking stick*, *a hot-bed* and *a hot bed*, *a singing-school* and *a singing school*, *boy-hunters* and *boy hunters*, *a light-armed soldier* and *a light armed soldier*, *a man-eating alligator* and *a man eating alligator*, *many-colored birds* and *many colored birds*, *a lady's-slipper* and *a lady's slipper*, *a dog's-ear* and *a dog's ear*, *forty-five cent-pieces* and *forty five-cent pieces*, *re-creation* and *recreation*, *writing-ink* and *writing ink*, *printing-office* and *printing office*, *lumber-yard* and *lumber yard*, *great-grand-father* and *great grandfather*, *grand-uncle* and *grand uncle*, *black-haired* and *black haired*, *old-fashioned* and *old fashioned*, *a sharp-edged instrument* and *a sharp edged instrument*, *a negro-merchant* and *a negro merchant*, *the Washington-street pedler* and *the Washington street pedler*, *re-collect* and *recollect*, *re-petition* and *repetition*, *blackbird* and *black bird*, *re-form* and *reformation*.

It is strange that the use of "points" for purposes of punctuation should be such a comparatively modern invention. Of the four generally used "points" only the period (.) dates earlier than the fifteenth century. The colon (:) is said to have been first introduced about 1485, the comma (,) some thirty-five years later, and the semicolon (;) about 1570. It is difficult to understand how the literary world dispensed for so many centuries with the useful "points," and their lack must have added to the toil of the decipherer of written documents. When we remember what curious inversions of meaning may be caused by the misplacing of a comma we marvel how early authors contrived to escape strange misreadings of their works, in which no "points" guided the students. No other "point" is so hardly worked as the comma. Some writers rarely use any other stop. Many epistolary correspondents still cling to ancient usages, and dispense as entirely with "points" as did any writer of the early ages. This sometimes renders their dispatches enigmatical. But it is easier to comprehend an unpunctuated than a mispunctuated epistle. "Points" showered with a free and careless hand (generally in wrong places) are perplexing to a reader.

The work done by the various "points" is very unfairly divided among them. Some signs are in constant use, others unknown to the general writer. The comma is a slave; the parenthesis nearly as toilworn. The latter might justly complain of overwork, for it is frequently pressed into service without any real necessity. While the pampered mark of interrogation, the idle colon, the rarely used semicolon, are most unfairly excused work by the majority of letter-writers, the comma is made to do the work of two of his brethren, and the parenthesis utilized to make bad grammar comprehensible. The old definition of a parenthesis as "certain words introduced into a discussion which are independent of the rest, and may be omitted without any injury to the sense or grammar" would not apply to the parenthesis of some correspondents. Often the parenthesis carries the whole sense of the sentence, or serves to make involved phrases comprehensible, and to omit the parenthesis would be to play "Hamlet" without representing the prince of Denmark. There is the old legend of the epitaph to one "John Bunn, who was killed by a gun," with the explanatory parenthesis "His real name wasn't Bunn; his real name was Wood, but as Wood didn't rhyme with gun I thought Bunn would."

Apostrophes are points whose date appears uncertain. Points have been the subject of many curious and ingenious definitions. There was wicked wit in the speaker who told a deformed and inquisitive lady that a mark of interrogation was a "crooked little thing that asked questions." More poetical was the printer who became an itinerant preacher, and informed his hearers that "Youth might be likened to a comma, middle life to a

semicolon, old age to a colon, and death to a period." Modern writers, or, at least, modern printers, are less profuse in their use of marks of exclamation (!) and dashes (—) than were earlier authors and publishers. What an amount of these "signs" are found in the novels and plays of some fifty and seventy years ago!

It is said that English printers were the last to use the semicolon, English typographical works appearing as late as 1590-92 without this useful point, adopted by foreign printers some years previously. It is said that the English Bible of 1592 is printed without a semicolon; but in 1633 the "full rights of the semicolon were established by Butler's English grammar." Like an illegible handwriting, omission of punctuation may have its advantages for the writers. "Society authors" of a past generation certainly largely availed themselves of the shelter of the useful asterisks and dashes which sometimes stand for proper names. Modern purveyors of society gossip have no scruple in giving "name and address" in full; but the cautious writer of earlier date only alludes to the private affairs "of Lord A\*\*\*\*" or "the duke of B\*\*\*\*." "You need not print his name; if you will put his initial and some stars, he will never detect it, and everybody else will," said Rogers to Mrs. Grote, when the latter hesitated at publishing a letter of Sydney Smith's, in which a mutual acquaintance was alluded to by name in an unflattering manner. Many writers of a past generation appeared to have shared the poet's theory, that the jealous use of asterisks, while it protected themselves from actions for libel, did not obscure the identity of individuals to whom they alluded. Such ambiguity of expression at least furnished amusement to later commentators, who can dispute at leisure as to whom the author slandered under initials and asterisks. The modern "society writer" leaves no such exercise for "ingenious wits."—LONDON STANDARD.

### CAPITAL LETTERS.

In the use of capital letters there is much difference in practice as well as in authority. In the German language every noun begins with a capital. During the Elizabethan period many more capitals were used in English writing than at present. There is an element of importance given to a word by having it begin with a capital. Hence all important words, like proper names, should be thus distinguished.



The following general rules will serve as a guide to the learner in the use of capital letters :—

1. The first word after a period or its equivalent.

“ You cannot, without guilt and disgrace, stop where you are. The past and the present call on you to advance.”

“ What is it that keeps men in continual discontent and agitation ? It is that they cannot make realities correspond with their conceptions.”

(a) Under this rule the first word of a paragraph, chapter, essay, treatise, or book will begin with a capital.

(b) Phrases or clauses, when numbered in a series, should begin with a capital.

“ There are three ways in which Henry incurred the displeasure of his father :—

“ 1. By direct disobedience.

“ 2. By misrepresentation.

“ 3. By associating with evil companions.”

2. All proper names ; such as, *God, the Holy Spirit, George Washington, Mississippi River, Monday, Broadway, Easter, the Alps.*

(a) The same word may sometimes be written with a capital and sometimes without. For example, *God* is the name of the Supreme Being, but the same word without the capital letter is used in speaking of false divinities ; as, “ The Lord is a great God above all gods.” The same may be said of *Supreme Being, Lord, King, Savior, Providence, Heaven, Devil.*

Without good reason many writers capitalize the pronouns referring to the Deity ; as,—

“ These are Thy glorious works, Parent of good.”

It would seem to be sufficient to use the capital only in case of direct address or to avoid confusion.

“ O Thou that hear’st the mourner’s prayer.”

“ It entereth not his thoughts that God  
Heareth the sufferer’s groan ;  
That in His righteous eye their life  
Is precious as his own.”

(Observe the use of “ His ” and “ his ” in the third and fourth lines.)

“ ‘ My Lord has need of these flowrets gay,’  
The Reaper said, and smiled ;  
‘ Dear tokens of the earth are they,  
Where He was once a child.’ ”

Why *He* instead of *he* in the last line ?

(*b*) If an expletive word, like *lake*, *river*, *street*, *avenue*, *university*, etc., is used as a part of a name, it should begin with a capital, otherwise not; as, *Lake Minnetonka*, *Hudson River*, *Wabash Avenue*, *Washington Street*, *Mount Etna*, *Rocky Mountains*, *Appalachian Range*, *University of Chicago*.

This rule may need a little further elucidation. When the expletive word precedes the distinctive word, and is not itself preceded by *the*, both words begin with capitals; as, *County Cork*, *Lake Michigan*, *the river Rhone*, but when it follows, it takes a capital only when it is distinctly a part of the name, and not a common noun. This may sometimes be determined by the nature of the other word. If this is also a common noun, both words may begin with capitals; as, *North River*, *Sand Lake*; but if the first word has more the force of an adjective, and especially if the second is pronounced as subordinate, the emphasis being on the first,

the second begins with a small letter; as, *Cook county, Lake street.*

(c) *North, South, East, and West* are capitalized when they are preceded by *the*, and are used to denote a certain section of country or the people living there; as, "His firm gave him the whole South in which to travel," "No amount of argument could induce the West to vote for him."

(d) Names of religious and political organizations should begin with capitals; as, *Republican, Democrat, Methodist, Protestant, Episcopalian, Baptist*, etc.

(e) Names of inanimate beings should begin with capitals when personified; as, *Freedom's hall, the palace of Slavery.*

In these cases the personification should be positive and vivid; otherwise small letters should be used. Capitals will seldom be called for except in poetry and oratory.

(f) Words used as titles or designations of office or rank should begin with capitals; as, *His Excellency, Mr. President, the Governor of Illinois, Professor Harper, Judge Worthington, Doctor Shumway, Senator Mason.*

In general, it may be said that when such words as *chairman, president, treasurer, secretary, committee, directors, trustees, board, university, society, college, academy*, etc., are used in a specific sense they may be capitalized. This would not permit the use of capitals in the plural number or when used in a general sense; as, *the Board of Education of the city of Chicago, the President of Upper Iowa University, the Trustees of Armour Institute, the Secretary of the Princeville Academy reported that in accordance with instructions from the Executive Committee, he had gathered information from the boards of managers and trustees of many institutions.*

This permits us to speak of the *gospel* of Jesus Christ, meaning his general teaching, but the specific *Gospel of Matthew*; the *revelation* of God as set forth in the Scriptures, but the *Revelation of St. John*, as given in the Apocalypse.

3. Words derived from proper names; as, *American, Christian, Lutheran, Congressman* (as distinguished from *Senator*).

(a) Some words are so little associated with the names from which they are derived that they are no longer written with capitals; as, *damask* from Damascus, *currant* from Corinth, *cashmere* (shawl), *china* (ware), *turkey* (a fowl), *champagne* (wine), *india-rubber*, *boycott*, *bowie-knife*, *herculean*.

4. Words of special importance. These are found in title pages, headings of chapters, articles, etc.; as, Gray's "Elegy in a Country Churchyard."

(a) In advertisements, circulars, etc., capital letters are freely used to give prominence to important words.

5. The first word of every line of poetry. (See example under 2, (a).)

6. The first word of every direct quotation or question.

"Solomon says, 'How forcible are right words!'"

"Maury asks, 'What is this you call eloquence?'"

A quotation is said to be indirect when introduced by the conjunction "that"; as, *Socrates said he believed that "the soul is immortal."*

Or it may be introduced informally; as, "The current idea of the way to bring up a child is to 'tell him what he must do and enforce obedience.'"

"O" and "I" should always be written as capitals, "Oh" only at the beginning of a sentence.



## ABBREVIATIONS.

An abbreviated word is one which is represented by only a part of the letters of which it is composed. These letters always include the first letter of the word, usually the first syllable, but not usually the last letter.

A *contraction* differs from an abbreviation. In a contraction one or more letters are omitted between the first and last letters of a word, and their omission is usually indicated by an apostrophe. (See page 87.)

When two or more words are represented by an abbreviation, a single letter is generally used to represent each important word; as, *N. Y.*, New York; *F. R. S.*, Fellow of the Royal Society.

A point, called an abbreviation mark, always follows an abbreviation.

The following are the most common abbreviations, with the prevailing usage as to capitalization: —

## STATES AND TERRITORIES.

<b>Ala.</b> Alabama.	<b>Ind.</b> Indiana.
<b>Ariz.</b> Arizona.	<b>I.T., Ind. T.</b> Indian Territory.
<b>Ark.</b> Arkansas.	<b>Kans., Kan.</b> Kansas.
<b>Cal., Calif.</b> California.	<b>Ky.</b> Kentucky.
<b>Col., Colo.</b> Colorado.	<b>La.</b> Louisiana.
<b>Conn., Ct.</b> Connecticut.	<b>Mass.</b> Massachusetts.
<b>D.C.</b> District of Columbia.	<b>Md.</b> Maryland.
<b>Del.</b> Delaware.	<b>Mich.</b> Michigan.
<b>Fla.</b> Florida.	<b>Minn.</b> Minnesota.
<b>Ga.</b> Georgia.	<b>Miss.</b> Mississippi.
<b>Ia.</b> Iowa.	<b>Mo.</b> Missouri.
<b>Ida.</b> Idaho.	<b>Mont.</b> Montana.
<b>Ill.</b> Illinois.	<b>N.C.</b> North Carolina.

<b>N.D., N. Dak.</b> North Dakota.	<b>S.C.</b> South Carolina.
<b>Neb., Nebr.</b> Nebraska.	<b>S.D., S. Dak.</b> South Dakota.
<b>Nev.</b> Nevada.	<b>Tenn.</b> Tennessee.
<b>N.H.</b> New Hampshire.	<b>Tex.</b> Texas.
<b>N.J.</b> New Jersey.	<b>Utah.</b> (Not abbreviated.)
<b>N.M., N. Mex.</b> New Mexico.	<b>Va.</b> Virginia.
<b>N.Y.</b> New York.	<b>Vt.</b> Vermont.
<b>O.</b> Ohio.	<b>Wash.</b> Washington.
<b>Okla., O.T.</b> Oklahoma Territory.	<b>Wis.</b> Wisconsin.
<b>Or., Ore.</b> Oregon.	<b>W. Va.</b> West Virginia.
<b>Pa., Penn.</b> Pennsylvania.	<b>Wyo.</b> Wyoming.
<b>R.I.</b> Rhode Island.	<b>Me., Maine.</b>

## OTHER COMMON ABBREVIATIONS.

<b>@</b> At.	<b>Apr.</b> April.
<b>A.B.</b> <i>Artium baccalaureus</i> (bachelor of arts).	<b>arith.</b> Arithmetic.
<b>%</b> , <b>acct.</b> Account.	<b>A.R.U.</b> American Railway Union.
<b>A.D.</b> <i>Anno Domini</i> (in the year of our Lord).	<b>assoc.</b> , <b>ass.</b> Association.
<b>ad.</b> , <b>advt.</b> Advertisement.	<b>asst.</b> Assistant.
<b>adj.</b> Adjective.	<b>astr.</b> , <b>astron.</b> Astronomy.
<b>adv.</b> Adverb.	<b>Atty.</b> Attorney.
<b>agt.</b> Agent.	<b>Aug.</b> August.
<b>Alex.</b> Alexander.	<b>av.</b> , <b>ave.</b> Avenue.
<b>alg.</b> Algebra.	<b>B.A.</b> <i>Baccalaureus artium</i> (bachelor of arts). British America.
<b>A.M.</b> <i>Anno mundi</i> (in the year of the world). <i>Ante meridiem</i> (before noon). <i>Artium magi-</i> <i>ster</i> (master of arts).	<b>bal.</b> Balance.
<b>amt.</b> Amount.	<b>Balt.</b> , <b>Balto.</b> Baltimore.
<b>Anon.</b> Anonymous.	<b>Bap.</b> Baptist.
<b>ans.</b> Answer.	<b>bbl.</b> Barrel.
<b>A.O.U.W.</b> Ancient Order of United Workmen.	<b>B.C.</b> Before Christ. British Co- lumbia.
<b>A.P.A.</b> American Protective Association.	<b>B.D.</b> <i>Baccalaureus divinitatis</i> (bachelor of divinity).
	<b>bdl.</b> Bundle.
	<b>Benj.</b> Benjamin.
	<b>biog.</b> Biography.

- bot.** Botany.  
**boul., blvd.** Boulevard.  
**bro.** Brother.  
**bu., bush.** Bushel.  
**¢., ct.** Cent.  
**Cap., Capt.** Captain.  
**Cash.** Cashier.  
**cat.** Catalogue.  
**Cath.** Catholic.  
**cent.** Centum.  
**cf., conf.** Confer (compare).  
**C.H.** Court House.  
**Chap.** Chapter.  
**Chas.** Charles.  
**clk.** Clerk.  
**C.L.S.C.** Chautauqua Literary and Scientific Circle.  
**Co.** Company.  
**C.O.D.** Collect on delivery.  
**Col.** Colonel.  
**Comr.** Commissioner.  
**Cong.** Congregational.  
**conj.** Conjunction.  
**cons.** Consonant.  
**Cor.** Corinthians.  
**Cor. Sec.** Corresponding Secretary.  
**Cr.** Credit.  
**cts.** Cents.  
**cwt.** Hundredweight.  
**Cyc.** Cyclopedia.  
**Dan.** Daniel.  
**D.C.** *Da capo* (from the beginning).  
**D.C.L.** Doctor of Civil Law.  
**Dec.** December.  
**Dem.** Democrat.  
**Den.** Denmark.  
**Dept.** Department.  
**Deut.** Deuteronomy.  
**Dict.** Dictionary.  
**disc., disct.** Discount.  
**do.** *Ditto* (the same).  
**D.M.** Doctor of Music.  
**doz.** Dozen.  
**Dr.** Doctor. Debtor.  
**D.V.** *Deo volente* (God being willing).  
**E.** East.  
**Ed.** Editor.  
**e.g.** *Exempli gratia* (for example).  
**Eng.** England. English.  
**Esq.** Esquire.  
**et al.** *Et alibi* (and elsewhere).  
*Et alii* (and others).  
**etc.** *Et cetera* (and other things, and so forth).  
**et seq.** *Et sequentia* (and the following).  
**ex.** Example.  
**F.A.M.** Free and Accepted Masons.  
**Feb.** February.  
**fem.** Feminine.  
**F.F.V.** First families of Virginia.  
**F.G.S.** Fellow of the Geographical Society.  
**f.o.b.** Free on board.  
**Fr.** France. French.  
**Fred.** Frederick.  
**Fri.** Friday.  
**F.R.S.** Fellow of the Royal Society.  
**Ft.** Fort.  
**ft.** Feet. Foot.  
**gal.** Gallon.  
**Gal.** Galatians.

<b>G.A.R.</b> Grand Army of the Republic.	<b>Jr., Jun.</b> Junior.
<b>Gen.</b> General.	<b>Jul.</b> July.
<b>Geo.</b> George.	<b>K.P.</b> Knight of Pythias.
<b>geog.</b> Geography.	<b>Lat.</b> Latin.
<b>geol.</b> Geology.	<b>lat.</b> Latitude.
<b>geom.</b> Geometry.	<b>L.A.W.</b> League of American Wheelmen.
<b>Ger.</b> German.	<b>lb.</b> <i>Libra</i> (pound).
<b>Gov.</b> Governor.	<b>L.I.</b> Long Island.
<b>govt.</b> Government.	<b>lib.</b> <i>Liber</i> (book).
<b>hdkf.</b> Handkerchief.	<b>LL.B.</b> <i>Legum baccalaureus</i> (bachelor of laws).
<b>H.M.S.</b> Her Majesty's Ship.	<b>LL.D.</b> <i>Legum doctor</i> (doctor of laws).
<b>Hon.</b> Honorable.	<b>log.</b> Logarithm.
<b>hort.</b> Horticulture.	<b>Lt., Lieut.</b> Lieutenant.
<b>hund.</b> Hundred.	<b>M.A.</b> <i>Magister artium</i> (master of arts).
<b>ib., ibid.</b> <i>Ibidem</i> (in the same place).	<b>Maj.</b> Major.
<b>id.</b> <i>Idem</i> (the same).	<b>Mar., Mch.</b> March.
<b>i.e.</b> <i>Id est</i> (that is).	<b>masc.</b> Masculine.
<b>I.H.S.</b> <i>Iesus hominum salvator</i> (Jesus the savior of men).	<b>math.</b> Mathematics.
<b>ill., illus.</b> Illustrated.	<b>M.C.</b> Member of Congress.
<b>inc., incor.</b> Incorporated.	<b>M.D.</b> <i>Medicine doctor</i> (doctor of medicine).
<b>incog.</b> <i>Incognito</i> (unknown).	<b>mdse.</b> Merchandise.
<b>inst.</b> <i>Instant</i> (the present month).	<b>M.E.</b> Methodist Episcopal.
<b>int.</b> Interest.	<b>Me.</b> Maine.
<b>I.O.F.</b> Independent Order of Foresters.	<b>Messrs.</b> <i>Messieurs</i> (gentlemen).
<b>I.O.O.F.</b> Independent Order of Odd Fellows.	<b>Mfg.</b> Manufacturing.
<b>I.O.U.</b> I owe you.	<b>Mfrs.</b> Manufacturers.
<b>Is.</b> Island.	<b>Mlle.</b> Mademoiselle.
<b>Jan.</b> January.	<b>Mme.</b> Madame.
<b>Jas.</b> James.	<b>mo.</b> Month.
<b>Jno.</b> John.	<b>Mr.</b> Mister (master).
<b>Jos.</b> Joseph.	<b>Mrs.</b> Missis (mistress).
<b>jour.</b> Journal.	<b>MS.</b> Manuscript.
<b>J.P.</b> Justice of the Peace.	<b>MSS.</b> Manuscripts.



- Mt.** Mount.  
**N.** North.  
**N.A.** North America.  
**Nat. Hist.** Natural History.  
**N.B.** New Brunswick. *Nota bene* (note well).  
**N.E.** New England. Northeast.  
**N.F.** Newfoundland.  
**No.** North. *Numero* (number).  
**Nov.** November.  
**N.S.** Nova Scotia.  
**N.W.** Northwest. Northwestern.  
**obs.** Observation.  
**Oct.** October.  
**O.K.** All correct.  
**Ont.** Ontario.  
**op.** *Opus* (work).  
**oz.** Ounce.  
**p.** Page.  
**pp.** Pages.  
**payt.** Payment.  
**pd.** Paid.  
**Ph.B.** *Philosophiæ baccalaureus* (bachelor of philosophy).  
**P.E.** Protestant Episcopal.  
**Ph.D.** *Philosophiæ doctor* (doctor of philosophy).  
**Phil., Phila.** Philadelphia.  
**pkg.** Package.  
**pl., plur.** Plural.  
**P.M.** Postmaster. *Post meridiem* (afternoon).  
**P.O.** Postoffice.  
**P.P.C.** *Pour prendre congé* (to say good-by).  
**Pres.** Presbyterian. President.  
**Presb.** Presbyterian.  
**P. Rico.** Puerto Rico.
- Prin.** Principal.  
**Prof.** Professor.  
**pro tem.** *Pro tempore* (for the time).  
**prox.** *Proximo* (the next month).  
**P.S.** *Post scriptum* (postscript).  
**Ps., Psa.** Psalms.  
**Pub. Doc.** Public Document.  
**q.e.d.** *Quod erat demonstrandum* (which was to be demonstrated).  
**qt.** Quart.  
**Que.** Quebec.  
**Ques.** Question.  
**qy.** Query.  
**recd.** Received.  
**Rep., Repub.** Republican.  
**Rev.** Reverend.  
**rit.** *Ritardando* (slower).  
**Robt.** Robert.  
**Rom. Cath.** Roman Catholic.  
**R.R.** Railroad.  
**R.S.V.P.** *Répondéz, s'il vous plait* (answer, if you please).  
**Rt. Hon.** Right Honorable.  
**Rt. Rev.** Right Reverend.  
**Ry.** Railway.  
**S.** South.  
**S.A.** South America. South Africa.  
**Sam.** Samuel.  
**Sat.** Saturday.  
**Sec.** Secretary.  
**sing.** Singular.  
**Soph.** Sophomore.  
**sq. ft.** Square feet.  
**S.S.** Sunday School.  
**st.** Street.  
**St** Saint.

<b>S.T.D.</b> <i>Sanctæ theologiæ doctor</i> (doctor of sacred theology).	<b>vid.</b> <i>Vide</i> (see).
<b>str.</b> Steamer.	<b>viz.</b> <i>Videlicet</i> (to wit, namely).
<b>subj.</b> Subjunctive.	<b>vocab.</b> Vocabulary.
<b>Supt.</b> Superintendent.	<b>vol.</b> Volume.
<b>tf.</b> Till forbidden.	<b>vs.</b> <i>Versus</i> (against).
<b>Theo.</b> Theodore.	<b>V.S.</b> Veterinary Surgeon.
<b>Thos.</b> Thomas.	<b>W.</b> West.
<b>Thurs.</b> Thursday.	<b>W.C.T.U.</b> Woman's Christian Temperance Union.
<b>tp., twp.</b> Township.	<b>Wed.</b> Wednesday.
<b>tr.</b> Transpose.	<b>W.I.</b> West Indies.
<b>Treas.</b> Treasurer.	<b>wk.</b> Week.
<b>trig.</b> Trigonometry.	<b>Wm.</b> William.
<b>Tues.</b> Tuesday.	<b>Xen.</b> Xenophon.
<b>ult.</b> <i>Ultimo</i> (the last month).	<b>Xmas.</b> Christmas.
<b>Unit.</b> Unitarian.	<b>yd.</b> Yard.
<b>Univ.</b> Universalist. University.	<b>Y.M.C.A.</b> Young Men's Christian Association.
<b>U.P.</b> United Presbyterian.	<b>Y.P.S.C.E.</b> Young People's So- ciety of Christian Endeavor.
<b>U.S.</b> United States.	<b>Y.W.C.A.</b> Young Women's Christian Association.
<b>U.S.A.</b> United States of America.	<b>Y.W.C.T.U.</b> Young Women's Christian Temperance Union.
<b>U.S.M.</b> United States Mail.	
<b>U.S.N.</b> United States Navy.	
<b>U.S.V.</b> United States Volunteers.	
<b>vb.</b> Verb.	

## PART FIFTH.

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### SPELLING LISTS.

**Preliminary Note.** — The following lists are composed largely of words recommended for insertion by many leading city superintendents and others in the western states. The purpose of the collection was to prepare a pretty complete list of the common words most frequently misspelled by children in grammar and high schools and by people in common life. For this reason most technical and scientific terms have been omitted ; also, with few exceptions, words not used in ordinary conversation, business, or correspondence.

The lists are intended to be of practical value to ordinary people, and include nearly all common words likely to be misspelled by those who are not experts in spelling.

It will be observed that some plurals of nouns, also other derivatives, have been included in the lists. That is because they were submitted by the superintendents above mentioned, as forms frequently misspelled, and because it is often found that people misspell certain derivatives, while spelling primitives or other derivatives from the same root correctly. For instance, one may have no difficulty in spelling *gas*, but feel quite uncertain whether the plural is *gasses*, according to Rule V. 1, or *gases*, by exception. The same may be said of many other plurals.

It is recommended that the teacher dictate sentences and paragraphs which shall contain the words in these lists, to be written by pupils ; also that pupils shall be required to write sentences and sketches containing the words in any given list.

The figures following some of the words indicate the total number of times such words were recommended by all those submitting lists,

and will serve to show which words are most frequently misspelled and hence should receive most attention. These words especially should be spelled over and over again. Every teacher should make sure that these words are thoroughly learned.

It is often said that children leaving school in these days do not spell as well as those of forty or fifty years ago. If this is so, it may be well to adopt some of the old-fashioned customs of oral spelling — such as “choosing sides,” “going up,” etc., as supplementary to the prevailing custom of writing the spelling lesson.

One of the most interesting of the lists above referred to consisted of the November, 1900, spelling tests in the schools of an Illinois city. Each word given had been used and misspelled by some one in the grade designated during the month of November and had been noticed by some pupil of that grade. The pupils are required to do all the finding of the misspelled words. This serves to create a “spelling sense” among the pupils.

The following list, therefore, represents words in common use most frequently misspelled, not words difficult to spell. It is worthy of note that the lists submitted by the superintendents above mentioned contained such a great variety of words, and at the same time the words repeated most times in the lists are the most common ones, such as *separate*, *judgment*, *principal*, etc.

#### COMMON WORDS FREQUENTLY MISSPELLED.

##### A.

- |                     |                   |               |
|---------------------|-------------------|---------------|
| 1. apprentice (3)   | 10. available     | 19. addition  |
| 2. anonymous (6)    | 11. allotted (2)  | 20. anomaly   |
| 3. ambassador (4)   | 12. agility (3)   | 21. assurance |
| 4. accommodate (6)  | 13. appetite (4)  | 22. auspices  |
| 5. acquaintance (6) | 14. annual (4)    | 23. amiable   |
| 6. acquainted       | 15. alligator (3) | 24. abyss (2) |
| 7. affiliate (2)    | 16. anxious (4)   | 25. annul     |
| 8. appearance (6)   | 17. access        | 26. Atlantic  |
| 9. appreciate       | 18. atrocity (4)  | 27. acorn     |



- |                    |                     |                  |
|--------------------|---------------------|------------------|
| 28. ammunition     | 58. altogether (4)  | 88. agitate      |
| 29. arid           | 59. attendance (4)  | 89. allege (2)   |
| 30. artificial (2) | 60. advertise (2)   | 90. ancient      |
| 31. Americans      | 61. accompanist     | 91. ankle (3)    |
| 32. awful (4)      | 62. anodyne (2)     | 92. aloe         |
| 33. assassin (2)   | 63. abhorrence (2)  | 93. accede (6)   |
| 34. annihilate     | 64. attendants (2)  | 94. ancestors    |
| 35. alimentary     | 65. agriculture (4) | 95. archives     |
| 36. actual         | 66. antecedent (6)  | 96. ambulance    |
| 37. America        | 67. abridgment (2)  | 97. attacked (6) |
| 38. angel (6)      | 68. actually (2)    | 98. argue        |
| 39. amethyst       | 69. anticipate (2)  | 99. angelic      |
| 40. abscess (3)    | 70. artillery (3)   | 100. against (9) |
| 41. acid (6)       | 71. apparatus (11)  | 101. arrested    |
| 42. acre (3)       | 72. auxiliary (9)   | 102. ascend      |
| 43. amount (2)     | 73. accessible (8)  | 103. accepting   |
| 44. abscond        | 74. avoirdupois (2) | 104. autumn (8)  |
| 45. adieu          | 75. analysis (6)    | 105. ached       |
| 46. adjective      | 76. accomplice (3)  | 106. asthma (4)  |
| 47. again (6)      | 77. aconite (2)     | 107. article (6) |
| 48. abstruse (3)   | 78. amateur (4)     | 108. agreeable   |
| 49. anxiety (2)    | 79. acquisition     | 109. attorney    |
| 50. ague           | 80. adjacent (8)    | 110. appall (2)  |
| 51. appointing     | 81. apparently (2)  | 111. author      |
| 52. ache (2)       | 82. apology (2)     | 112. annoying    |
| 53. animals (4)    | 83. answer (11)     | 113. aching (2)  |
| 54. abundance      | 84. arithmetic (8)  | 114. apparel (5) |
| 55. armory         | 85. admittance (4)  | 115. apiece      |
| 56. although (4)   | 86. accident (4)    | 116. afraid (4)  |
| 57. almost (4)     | 87. announced       | 117. alpaca (3)  |

- |                   |                         |                  |
|-------------------|-------------------------|------------------|
| 118. adverbially  | 147. aggravate (2)      | 176. antiquity   |
| 119. acceptance   | 148. assimilate (4)     | 177. accuracy    |
| 120. assessor (2) | 149. apostrophe (6)     | 178. alkali      |
| 121. advertising  | 150. aristocracy (3)    | 179. acme        |
| 122. Augustus     | 151. advantageously (2) | 180. allegory    |
| 123. athlete      | 152. admissible (6)     | 181. anatomy     |
| 124. alternative  | 153. acknowledgè (2)    | 182. armistice   |
| 125. Arctic (3)   | 154. acceleration       | 183. augur (2)   |
| 126. accumulate   | 155. absence (15)       | 184. alliance    |
| 127. avalanche    | 156. ancestor (2)       | 185. analogy     |
| 128. aggrieve     | 157. abbreviation       | 186. architect   |
| 129. always (9)   | 158. adherence (2)      | 187. abundant    |
| 130. abbreviate   | 159. appalling (2)      | 188. assets      |
| 131. atom         | 160. accelerate (3)     | 189. assuage     |
| 132. aisle (4)    | 161. aqueduct (4)       | 190. alien       |
| 133. achieve (6)  | 162. academies (2)      | 191. abolition   |
| 134. alcohol (4)  | 163. adolescence (2)    | 192. accidental  |
| 135. axle (3)     | 164. anglicize (2)      | 193. abridging   |
| 136. alleys (4)   | 165. achievement (2)    | 194. affect      |
| 137. any (3)      | 166. acquiesce (3)      | 195. adage       |
| 138. affirmative  | 167. advantageous (2)   | 196. allies (2)  |
| 139. audible (2)  | 168. anniversary        | 197. antiquity   |
| 140. ability (2)  | 169. adjutant (2)       | 198. affidavit   |
| 141. address (2)  | 170. acquittal (2)      | 199. already     |
| 142. assistance   | 171. archipelago (3)    | 200. attempt     |
| 143. aeronaut     | 172. ascertain (2)      | 201. audible (2) |
| 144. almond (3)   | 173. astronomer         | 202. also        |
| 145. accept (2)   | 174. analyze (2)        | 203. asphalt     |
| 146. alacrity     | 175. acknowledgment (3) |                  |

## B.

- |                  |                     |                   |
|------------------|---------------------|-------------------|
| 1. bilious (8)   | 27. bedstead (4)    | 53. bridge        |
| 2. besiege (3)   | 28. benefited (4)   | 54. breast        |
| 3. baptism (2)   | 29. biography       | 55. breathe       |
| 4. busy (4)      | 30. bargain (6)     | 56. breath        |
| 5. benefit (5)   | 31. bronchitis (4)  | 57. bear          |
| 6. Britain (5)   | 32. beefsteak (6)   | 58. bare          |
| 7. basin (6)     | 33. business (23)   | 59. buy           |
| 8. bodies        | 34. believe (25)    | 60. busily        |
| 9. balloon (4)   | 35. bouquet (7)     | 61. before        |
| 10. Briton (2)   | 36. balance (17)    | 62. boughs        |
| 11. bonnet       | 37. breakfast (3)   | 63. barrier       |
| 12. button       | 38. brunette (3)    | 64. beebes        |
| 13. because (4)  | 39. boulevard (4)   | 65. breadths      |
| 14. blur         | 40. brethren (4)    | 66. barrel        |
| 15. banana (11)  | 41. beautiful (6)   | 67. beggar (2)    |
| 16. bluing       | 42. bachelor (2)    | 68. billiards (4) |
| 17. bureau (5)   | 43. beginning (12)  | 69. blamable (2)  |
| 18. botanize     | 44. beautifully (2) | 70. bunion        |
| 19. buried (3)   | 45. besieged (4)    | 71. bulletin      |
| 20. build        | 46. benefiting (2)  | 72. Bible         |
| 21. bicycle (11) | 47. besetting (2)   | 73. bounded       |
| 22. biscuit (4)  | 48. barbarous (2)   | 74. boiler        |
| 23. British (4)  | 49. battalion (2)   | 75. brushy        |
| 24. ballot (4)   | 50. barometer (2)   | 76. beans         |
| 25. baggage (4)  | 51. bowie-knife     | 77. buying        |
| 26. burlesque    | 52. birch           |                   |

## C.

- |                   |                       |                  |
|-------------------|-----------------------|------------------|
| 1. concern        | 29. convalescence (3) | 57. complaint    |
| 2. civilization   | 30. compliments       | 58. compelled    |
| 3. curriculum     | 31. constitution (3)  | 59. canopy       |
| 4. chorus (4)     | 32. courageous (2)    | 60. corridor (2) |
| 5. climbed        | 33. cupboard (5)      | 61. college (5)  |
| 6. cabinet        | 34. camphor (5)       | 62. Catholics    |
| 7. cynical        | 35. consensus (2)     | 63. cultivated   |
| 8. cozy (2)       | 36. condemn (2)       | 64. console (2)  |
| 9. column (11)    | 37. crystallize (8)   | 65. Christian    |
| 10. consequence   | 38. corroborate (4)   | 66. circus (4)   |
| 11. character (4) | 39. chloroform (4)    | 67. constitute   |
| 12. codicil       | 40. campaign (3)      | 68. Carolina     |
| 13. cholera (2)   | 41. comparative (2)   | 69. challenge    |
| 14. central       | 42. conferred (7)     | 70. chemistry    |
| 15. camellia      | 43. conscious (6)     | 71. courses      |
| 16. canal         | 44. corollary (2)     | 72. cheaper      |
| 17. conspicuous   | 45. continent (2)     | 73. calcimine    |
| 18. confidence    | 46. continually (5)   | 74. colander     |
| 19. committing    | 47. cigarette (4)     | 75. cornice (3)  |
| 20. certain       | 48. commerce (2)      | 76. cement (2)   |
| 21. calliope      | 49. certainly (2)     | 77. corridor     |
| 22. cemetery (8)  | 50. currents (4)      | 78. claimed      |
| 23. Catiline (3)  | 51. commodity (2)     | 79. citizen      |
| 24. Christianize  | 52. changing (2)      | 80. council (2)  |
| 25. caramel (3)   | 53. concurrence (2)   | 81. catarrhal    |
| 26. catarrh (2)   | 54. cannibal (2)      | 82. colonel (4)  |
| 27. calendar (8)  | 55. chandelier (3)    | 83. clique       |
| 28. cabbage (2)   | 56. comparatively (2) | 84. compel       |



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|------------------------|------------------|-------------------|
| 85. chagrin (2)        | 115. crisis (2)  | 145. courtesy (2) |
| 86. capital (10)       | 116. cruel (2)   | 146. countries    |
| 87. cayenne (3)        | 117. caught      | 147. cymbal (2)   |
| 88. consummate (3)     | 118. creatures   | 148. cider (2)    |
| 89. calisthenics       | 119. café (3)    | 149. concede (2)  |
| 90. consistent (2)     | 120. crises      | 150. condiment    |
| 91. crescent (3)       | 121. cellar (4)  | 151. croquet (8)  |
| 92. committee (2)      | 122. conceal (4) | 152. chaise (2)   |
| 93. coercion (3)       | 123. chasm       | 153. compliment   |
| 94. collectible (3)    | 124. choice      | 154. cistern (3)  |
| 95. criticise (4)      | 125. civil       | 155. carriage (7) |
| 96. Connecticut (6)    | 126. cleat       | 156. coarse (5)   |
| 97. chocolate (4)      | 127. catch       | 157. crochet (4)  |
| 98. counterfeit (6)    | 128. coffee (6)  | 158. comrade (2)  |
| 99. chrysanthemum (4)  | 129. conduce     | 159. circuit (4)  |
| 100. confederacy       | 130. crater      | 160. complement   |
| 101. circumference (4) | 131. caloric     | 161. continents   |
| 102. concession (2)    | 132. collapse    | 162. crevice (4)  |
| 103. convenient (2)    | 133. cynic       | 163. complete (2) |
| 104. cinnamon (4)      | 134. collision   | 164. captain (3)  |
| 105. centennial (4)    | 135. chiefly     | 165. canvass (4)  |
| 106. coefficient (2)   | 136. colors      | 166. conceive (4) |
| 107. capillary (3)     | 137. choir (2)   | 167. custom (2)   |
| 108. centenary (2)     | 138. chalky      | 168. credible (2) |
| 109. courteous (4)     | 139. conceal     | 169. cologne (3)  |
| 110. confectionery     | 140. cheese      | 170. colonies     |
| 111. contagious (2)    | 141. circle (2)  | 171. celery (6)   |
| 112. conscientious (7) | 142. coerce      | 172. children (2) |
| 113. cauliflower (4)   | 143. cherub      | 173. cupola (4)   |
| 114. changeable (7)    | 144. census (4)  | 174. clothes (4)  |

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|-----------------|------------------------|------------------|
| 175. correct    | 198. conscience (6)    | 221. chemical    |
| 176. caring (2) | 199. confederacy       | 222. crawl (2)   |
| 177. cousin (6) | 200. cushion (5)       | 223. ceased (3)  |
| 178. could (4)  | 201. chancellor (2)    | 224. control (7) |
| 179. capacity   | 202. continuance       | 225. cuticle (2) |
| 180. castle     | 203. cylinder (4)      | 226. chisel (3)  |
| 181. chenille   | 204. ceiling (11)      | 227. capitol (7) |
| 182. calf       | 205. Christmas (4)     | 228. coming (6)  |
| 183. canoe (3)  | 206. chimneys (4)      | 229. chronicle   |
| 184. clause     | 207. composite (2)     | 230. catastrophe |
| 185. chief (5)  | 208. Cincinnati (6)    | 231. cargoes     |
| 186. cynosure   | 209. cocoanut (5)      | 232. curtain (4) |
| 187. color (8)  | 210. currants (4)      | 233. cancel      |
| 188. chamois    | 211. customs (5)       | 234. caterer     |
| 189. conceit    | 212. caterpillar (3)   | 235. celestial   |
| 190. cripple    | 213. coquette (2)      | 236. censure     |
| 191. course (5) | 214. conqueror (2)     | 237. ceremony    |
| 192. ceasing    | 215. convalescent (2)  | 238. centrifugal |
| 193. cipher     | 216. Cleveland (2)     | 239. channel     |
| 194. conquer    | 217. condescension (2) | 240. certificate |
| 195. chute      | 218. chimney (5)       | 241. comma       |
| 196. coterie    | 219. committed (4)     | 242. comparison  |
| 197. country    | 220. chestnuts (2)     | 243. colony      |

## D.

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|-----------------|-----------------------|------------------|
| 1. daffodil     | 5. disappointment (4) | 9. dimension (6) |
| 2. discern (3)  | 6. demagogue (3)      | 10. definite (3) |
| 3. disease (10) | 7. diphtheria (10)    | 11. disperse     |
| 4. decease      | 8. dependence (2)     | 12. dollar (4)   |

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|----------------------|-------------------|------------------|
| 13. daisies (8)      | 43. daily         | 73. diagonal     |
| 14. discipline (13)  | 44. delineate (6) | 74. develop      |
| 15. disappoint (8)   | 45. does (4)      | 75. dropped (1)  |
| 16. dysentery (4)    | 46. deodorize     | 76. debasing     |
| 17. decision (2)     | 47. division      | 77. democrats    |
| 18. describe (4)     | 48. deplete       | 78. decimal (6)  |
| 19. Delaware (2)     | 49. distance      | 79. dialogue     |
| 20. dissipate (2)    | 50. derogatory    | 80. disciple (2) |
| 21. disappointed (6) | 51. dwarfs        | 81. docile (2)   |
| 22. desirable (2)    | 52. deficit       | 82. delicious    |
| 23. defendant (2)    | 53. desert (4)    | 83. dominie      |
| 24. development      | 54. detriment     | 84. durable      |
| 25. descendants (2)  | 55. detached      | 85. during (2)   |
| 26. delicious (3)    | 56. decorate      | 86. diligence    |
| 27. descension (2)   | 57. dying (6)     | 87. descent (3)  |
| 28. description (4)  | 58. diocese (2)   | 88. depth        |
| 29. dissyllable (4)  | 59. duly          | 89. dangerous    |
| 30. difficult (4)    | 60. district      | 90. descend      |
| 31. Deuteronomy (2)  | 61. despair (2)   | 91. dahlia (6)   |
| 32. disguised (4)    | 62. disparity     | 92. deprecate    |
| 33. desiccate (4)    | 63. denial        | 93. discretion   |
| 34. diameter (3)     | 64. dolorous      | 94. dairy (4)    |
| 35. different (4)    | 65. divine        | 95. diary (4)    |
| 36. determination    | 66. deity         | 96. dropsical    |
| 37. definition (2)   | 67. demijohn      | 97. diplomacy    |
| 38. dramatical (2)   | 68. disappear     | 98. domicile     |
| 39. deference (8)    | 69. delirium      | 99. decisive (2) |
| 40. dependent (2)    | 70. deceive (6)   | 100. demagogue   |
| 41. difference (6)   | 71. debtor        | 101. directory   |
| 42. discernible (4)  | 72. dreadfully    | 102. divide      |

103. dissuade	105. dungeon (4)	107. dizzy
104. divorce	106. dirk	108. drizzly

## E.

1. enough (8)	26. excellent (4)	51. exhale
2. epilepsy	27. eightieth (3)	52. expense (6)
3. endurance	28. essential (4)	53. enemies
4. every (6)	29. eccentric (4)	54. England
5. epaulet (2)	30. economy (3)	55. exhort
6. eminent	31. experience (2)	56. excel (8)
7. editor	32. exhaustion (2)	57. early
8. erasing (2)	33. equation (4)	58. element (3)
9. essence	34. excelling (2)	59. eclipse (3)
10. ecstasy (8)	35. elementary (4)	60. evening
11. enamel	36. expenses (3)	61. encircle
12. enemy	37. embarrass (16)	62. elapse
13. eligible (3)	38. embellishment	63. errand
14. equally (4)	39. economize (2)	64. effeminacy
15. equanimity	40. especially (2)	65. effect (2)
16. erasible (2)	41. entertaining	66. egotism (3)
17. equator	42. emphasize (2)	67. exist
18. eighth (6)	43. excepting (2)	68. emanate (6)
19. embellish	44. exaggerate (10)	69. either
20. equinox	45. electricity (2)	70. euphony
21. equipped	46. endeavor (3)	71. explosion
22. etiquette	47. entertainments	72. exodus
23. exceed (4)	48. erysipelas (6)	73. epitaph
24. eying	49. exhausted (4)	74. exquisite (3)
25. evaporate	50. exhilarate (3)	75. efficient



76. eulogy  
 77. ellipse (2)  
 78. equipage  
 79. elliptical  
 80. existed  
 81. excavate  
 82. enforces

83. equilibrium (2)  
 84. eczema  
 85. engine  
 86. eulogize (3)  
 87. existence (5)  
 88. enamor  
 89. emancipation

90. evangelic  
 91. extremely  
 92. explicit (2)  
 93. euchre (2)  
 94. extol (3)  
 95. elucidate

### F.

1. finical  
 2. fertilizer  
 3. fruits  
 4. facetious  
 5. friend (6)  
 6. farinaceous  
 7. fatiguing  
 8. fascinate (4)  
 9. filigree  
 10. fear  
 11. filament  
 12. facile (4)  
 13. formally  
 14. feud (2)  
 15. feeble  
 16. fairy  
 17. fiercely  
 18. fracas  
 19. forty (8)  
 20. furlough (3)

21. forfeit (3)  
 22. fanatical  
 23. familiar (4)  
 24. February (21)  
 25. fifteenth (2)  
 26. facsimile (2)  
 27. fanciful (2)  
 28. fricassee (4)  
 29. ferrule (2)  
 30. fourteen  
 31. flippant  
 32. frontispiece  
 33. florid  
 34. forbidding (2)  
 35. frenzy  
 36. foreigner  
 37. frivolous  
 38. forest (2)  
 39. fatal  
 40. feasible (3)

41. firkin  
 42. fertilize (3)  
 43. fuzzi  
 44. freight  
 45. fierce (3)  
 46. future  
 47. firmament  
 48. family  
 49. fiscal  
 50. freezing (2)  
 51. flagrant  
 52. frigid (4)  
 53. funereal  
 54. flannel (3)  
 55. fatally (2)  
 56. foreign (4)  
 57. facility (2)  
 58. friends (3)  
 59. fertile (2)  
 60. forbearance

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|-------------------|------------------|------------------|
| 61. favorite (3)  | 69. Florida      | 77. forcible (2) |
| 62. felicity      | 70. freeze (2)   | 78. financial    |
| 63. feminine (5)  | 71. forcing (2)  | 79. fifth        |
| 64. financier     | 72. fur          | 80. fragile      |
| 65. flour (2)     | 73. faithfully   | 81. finally (2)  |
| 66. fir (2)       | 74. fortieth (2) | 82. fossil (3)   |
| 67. franchise (2) | 75. fruitful     | 83. fallacy (2)  |
| 68. forehead (2)  | 76. final        | 84. faucet       |

## G.

- |                    |                  |                 |
|--------------------|------------------|-----------------|
| 1. great (4)       | 20. glacier (3)  | 39. gauntlet    |
| 2. generate        | 21. gnarled      | 40. guitar (2)  |
| 3. grammar (24)    | 22. gauge (6)    | 41. guardian    |
| 4. ghost           | 23. gossip       | 42. golf        |
| 5. gingham (3)     | 24. genius (2)   | 43. gallop (2)  |
| 6. government (21) | 25. gouge        | 44. galaxy (2)  |
| 7. glycerine (2)   | 26. gluttonous   | 45. grimace (3) |
| 8. governor (13)   | 27. grizzly (2)  | 46. grocery     |
| 9. generally (7)   | 28. granary (6)  | 47. Galesburg   |
| 10. grateful (9)   | 29. genesis      | 48. guilt       |
| 11. gossamer (2)   | 30. genuine (4)  | 49. grieve (3)  |
| 12. gooseberries   | 31. grievous (4) | 50. gnat        |
| 13. guidance (3)   | 32. gravy        | 51. guard (3)   |
| 14. grievance (2)  | 33. gypsy (4)    | 52. guilty      |
| 15. guinea (2)     | 34. gelatine (2) | 53. gospel      |
| 16. geography (4)  | 35. Gibraltar    | 54. gas         |
| 17. guttural (4)   | 36. gaseous (3)  | 55. guarding    |
| 18. gazetteer (3)  | 37. gases (4)    | 56. gallows (2) |
| 19. glutton (2)    | 38. guess (6)    | 57. grievance   |

## H.

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|------------------|-----------------------|-----------------|
| 1. honest        | 22. harelip (2)       | 43. hopping     |
| 2. heresy (2)    | 23. handsome (2)      | 44. heroes      |
| 3. hypnotize     | 24. humorous (4)      | 45. habit       |
| 4. harass (9)    | 25. hysterically      | 46. hear (7)    |
| 5. hammock       | 26. hygiene (11)      | 47. house       |
| 6. hominy        | 27. hyacinth (3)      | 48. halos       |
| 7. hybrid        | 28. heliotrope (2)    | 49. Huguenots   |
| 8. halves        | 29. hesitancy (2)     | 50. haunt       |
| 9. haggard       | 30. hysterical (3)    | 51. horizon (3) |
| 10. heart        | 31. hypocrisy (9)     | 52. heavenly    |
| 11. hungry       | 32. heterogeneous (3) | 53. honor       |
| 12. holiday (4)  | 33. having (3)        | 54. horror      |
| 13. horse        | 34. hypocrite (2)     | 55. hospital    |
| 14. humor        | 35. hundred (2)       | 56. here (5)    |
| 15. heirloom     | 36. handkerchiefs (3) | 57. homage      |
| 16. hilarity     | 37. hurricane (2)     | 58. hoeing      |
| 17. height (9)   | 38. hemorrhage (5)    | 59. hospitably  |
| 18. honorary     | 39. hundredths (3)    | 60. heroine     |
| 19. horrible (2) | 40. heinous (3)       | 61. hostile     |
| 20. happy        | 41. hymeneal (3)      | 62. hoping (3)  |
| 21. heifer (2)   | 42. homestead (2)     | 63. hoarse      |

## I.

- |                 |                   |                |
|-----------------|-------------------|----------------|
| 1. icicle (12)  | 6. interfere (4)  | 11. instrument |
| 2. imminent (6) | 7. indelible (10) | 12. interpret  |
| 3. initiation   | 8. isosceles (7)  | 13. interprets |
| 4. irrigate (6) | 9. intercede (3)  | 14. ideal      |
| 5. isthmus (6)  | 10. immigrate (2) | 15. idea       |

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|--------------------|-----------------------|-----------------|
| 16. indigenous     | 45. ignorance         | 74. ignitable   |
| 17. integral (3)   | 46. indictable (3)    | 75. igneous     |
| 18. inquiringly    | 47. irresistible (2)  | 76. Iliad (2)   |
| 19. indecency (2)  | 48. iceberg (3)       | 77. increase    |
| 20. insensible (2) | 49. inflammation (4)  | 78. incense     |
| 21. instead (5)    | 50. intelligent (3)   | 79. itaic (3)   |
| 22. interstice     | 51. indispensable (2) | 80. infamous    |
| 23. intolerant     | 52. interference (4)  | 81. impetus     |
| 24. invincible (3) | 53. inaugurate (3)    | 82. informant   |
| 25. Illinois (2)   | 54. indescribable (2) | 83. immediate   |
| 26. italicize (2)  | 55. inevitable (2)    | 84. install (2) |
| 27. illegible (2)  | 56. incorrigible      | 85. invisible   |
| 28. indefinite (3) | 57. inseparably (2)   | 86. interval    |
| 29. ignoramus      | 58. intercede (3)     | 87. island (2)  |
| 30. irritable (3)  | 59. insterstices (2)  | 88. interest    |
| 31. inferred (2)   | 60. innocent (4)      | 89. ivy         |
| 32. intellectual   | 61. inaccessible (2)  | 90. idiocy (2)  |
| 33. implicit (2)   | 62. intersperse (2)   | 91. imperil     |
| 34. itinerancy     | 63. imbecile (3)      | 92. inquiry     |
| 35. incisive (3)   | 64. inquisitive (2)   | 93. inaudible   |
| 36. infinitive (3) | 65. incentive (2)     | 94. ivory (3)   |
| 37. interrogative  | 66. immediately (7)   | 95. Indian (3)  |
| 38. imagine (4)    | 67. independent (3)   | 96. illicit     |
| 39. influential    | 68. independence (2)  | 97. inflexible  |
| 40. invention      | 69. inflammable (3)   | 98. iron        |
| 41. insipid (2)    | 70. impossible (2)    | 99. intensely   |
| 42. immerse (2)    | 71. infallible (4)    | 100. incessant  |
| 43. intercourse    | 72. imperative (2)    | 101. inoculate  |
| 44. isinglass (3)  | 73. influence (2)     | 102. invented   |



**J.**

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|---------------|------------------|------------------|
| 1. journal    | 7. juice (5)     | 12. joke         |
| 2. janitor    | 8. judgment (25) | 13. juvenile (2) |
| 3. jaunt      | 9. Japanese (3)  | 14. jealous (3)  |
| 4. Jesuit     | 10. jaundice (2) | 15. jubilee (2)  |
| 5. justice    | 11. jeopardy (2) | 16. jockey       |
| 6. jealousies |                  |                  |

**K.**

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|-----------------|---------------------|-----------------|
| 1. knead (3)    | 6. kerosene (8)     | 11. know (3)    |
| 2. knock        | 7. kindergarten (2) | 12. kitchen (3) |
| 3. knot         | 8. kaleidoscope (2) | 13. kiln (2)    |
| 4. knack        | 9. knapsack (2)     | 14. knell (4)   |
| 5. knitting (2) | 10. knowledge (3)   | 15. knuckle     |

**L.**

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|------------------|---------------------|------------------|
| 1. laggard       | 15. litany          | 29. licorice (2) |
| 2. limit         | 16. language (5)    | 30. loaves (3)   |
| 3. league (4)    | 17. lieutenant (4)  | 31. laxity       |
| 4. lexicon (3)   | 18. laboratory (12) | 32. libraries    |
| 5. laughed (3)   | 19. landscape (2)   | 33. litigate (2) |
| 6. luscious (4)  | 20. lynx (2)        | 34. loose (8)    |
| 7. length        | 21. leopard (3)     | 35. lucid        |
| 8. lyric (2)     | 22. lessen (2)      | 36. ladies       |
| 9. lily (7)      | 23. lethargy        | 37. linen        |
| 10. lease        | 24. lightning (3)   | 38. lozenge (2)  |
| 11. lacquer      | 25. learning (2)    | 39. legislative  |
| 12. led (6)      | 26. luncheon (2)    | 40. leisure (6)  |
| 13. levity       | 27. lose (14)       | 41. lesson (2)   |
| 14. license (11) | 28. liniment (4)    | 42. legible (11) |

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|-----------------|--------------------|------------------|
| 43. lichen (3)  | 54. laxative (2)   | 65. lapel (2)    |
| 44. lettuce (6) | 55. latitude (3)   | 66. luggage      |
| 45. lyceum (4)  | 56. lascivious (3) | 67. lagoon       |
| 46. library (5) | 57. labyrinth (6)  | 68. lapse        |
| 47. lief (4)    | 58. lever          | 69. lattice (6)  |
| 48. lullaby (3) | 59. lilies (3)     | 70. label        |
| 49. loosing (2) | 60. legislature    | 71. lacerate (2) |
| 50. liturgy (3) | 61. laundry        | 72. liquid       |
| 51. liquor (2)  | 62. literal (2)    | 73. loiter       |
| 52. lying       | 63. larynx         | 74. laudable     |
| 53. lovingly    | 64. laughable      | 75. lecture      |

M.

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|--------------------|-----------------------|------------------|
| 1. mantel (5)      | 17. monotonous        | 33. mastodon     |
| 2. mantle (3)      | 18. mammal (2)        | 34. medley       |
| 3. millionaire (8) | 19. molasses (4)      | 35. missile (6)  |
| 4. monopoly        | 20. misdemeanor (3)   | 36. malice       |
| 5. manned          | 21. machine (3)       | 37. machinist    |
| 6. Montreal        | 22. Massachusetts (3) | 38. monogram     |
| 7. many (10)       | 23. meningitis (2)    | 39. mosquitoes   |
| 8. metallic (6)    | 24. moccasin (2)      | 40. magician     |
| 9. malign (3)      | 25. Macaulay (3)      | 41. motor        |
| 10. mouth          | 26. municipal (2)     | 42. moneys (2)   |
| 11. Manhattan      | 27. mackerel (3)      | 43. mysterious   |
| 12. martyr (2)     | 28. Mississippi (3)   | 44. mutilate     |
| 13. miracle (4)    | 29. medicine (6)      | 45. manacle (2)  |
| 14. metric         | 30. malicious (2)     | 46. menace       |
| 15. mercury        | 31. massacre (5)      | 47. misspell (4) |
| 16. muscles (2)    | 32. melodeon (2)      | 48. mutual       |

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|-----------------------|------------------|-------------------|
| 49. mammoth (3)       | 75. mane         | 101. moving (2)   |
| 50. miscellaneous     | 76. mullein      | 102. monopoly     |
| 51. metallurgy (2)    | 77. mystery      | 103. monk (2)     |
| 52. marriage (4)      | 78. minutes (2)  | 104. minute (4)   |
| 53. millinery (3)     | 79. mulish (2)   | 105. merely (3)   |
| 54. murmuring (2)     | 80. machinery    | 106. mischief (3) |
| 55. marshal (3)       | 81. miscreant    | 107. meadow (2)   |
| 56. Mediterranean (2) | 82. muscle (4)   | 108. mountain     |
| 57. military (3)      | 83. meridian     | 109. mollify (2)  |
| 58. meerschaum        | 84. monotony     | 110. murmur (3)   |
| 59. mignonette (2)    | 85. mineral      | 111. monsieur (2) |
| 60. mortgage (5)      | 86. militia (3)  | 112. myriad (4)   |
| 61. mnemonics (3)     | 87. masculine    | 113. mythical     |
| 62. menagerie (6)     | 88. memorable    | 114. mucilage (6) |
| 63. magazine (8)      | 89. mineralogy   | 115. mortise (3)  |
| 64. mahogany (2)      | 90. martial (2)  | 116. minstrelsy   |
| 65. melancholy (3)    | 91. miniature    | 117. measles (3)  |
| 66. mercenary (3)     | 92. manual       | 118. monetary     |
| 67. misspelled (3)    | 93. maritime (3) | 119. milliner (3) |
| 68. mischievous (9)   | 94. mirage (3)   | 120. mercenary    |
| 69. mercantile (3)    | 95. matinée (3)  | 121. merciless    |
| 70. monosyllable (4)  | 96. modifier     | 122. metaphor     |
| 71. metropolis (3)    | 97. musician     | 123. melon (2)    |
| 72. maneuver (2)      | 98. mittens      | 124. metaphysics  |
| 73. mementos (2)      | 99. molecule     | 125. message (4)  |
| 74. manufacture       | 100. maple       | 126. movable (2)  |

## N.

- |                 |               |             |
|-----------------|---------------|-------------|
| 1. neighbor (9) | 3. niece (17) | 5. nourish  |
| 2. napkin       | 4. naught     | 6. nineteen |

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|--------------------|---------------------|-------------------|
| 7. nucleus (3)     | 18. numerous        | 29. neuralgia (7) |
| 8. negroes (2)     | 19. notice          | 30. neutrality    |
| 9. narcotic        | 20. nuisance (8)    | 31. neither (2)   |
| 10. nasturtium     | 21. nominative (9)  | 32. neighbors     |
| 11. nihilism       | 22. necessity (3)   | 33. nullify       |
| 12. narrative (2)  | 23. necessary (29)  | 34. national      |
| 13. niche          | 24. necessities (3) | 35. nymph         |
| 14. noticeable (3) | 25. Nazarene (2)    | 36. notch         |
| 15. novice         | 26. nickel (10)     | 37. nonpareil (2) |
| 16. northern       | 27. ninety          | 38. nicety        |
| 17. needle (2)     | 28. notices         | 39. narrated      |

## O.

- |                   |                     |                   |
|-------------------|---------------------|-------------------|
| 1. occasional (2) | 17. occurred (11)   | 33. obsequies     |
| 2. oval           | 18. obelisk         | 34. ostensible    |
| 3. onions (4)     | 19. ozone           | 35. ocean         |
| 4. official (3)   | 20. omniscient (2)  | 36. oracle (2)    |
| 5. ordnance       | 21. occurrence (10) | 37. opera         |
| 6. oxygen (4)     | 22. ominous (2)     | 38. orthodox      |
| 7. origin (3)     | 23. ostracize (2)   | 39. obstacle (3)  |
| 8. occur          | 24. often           | 40. observance    |
| 9. opposite (2)   | 25. oculist         | 41. ordinance     |
| 10. opened        | 26. omniscience (3) | 42. obeisance (3) |
| 11. off (2)       | 27. onion (2)       | 43. offense (2)   |
| 12. obliged (3)   | 28. oyster (2)      | 44. omitted (2)   |
| 13. oblige (4)    | 29. officer         | 45. organized     |
| 14. obscene (4)   | 30. once (4)        | 46. ounces        |
| 15. oscillation   | 31. odor (3)        | 47. occasion (6)  |
| 16. odium         | 32. oblique (3)     | 48. opportunity   |



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|----------------|--------------------|---------------|
| 49. office (2) | 52. omnivorous (2) | 55. oasis     |
| 50. opaque     | 53. oscillate (4)  | 56. orchestra |
| 51. orthoepy   | 54. obstinate      | 57. overture  |

## P.

- |                   |                      |                   |
|-------------------|----------------------|-------------------|
| 1. perform        | 26. Philippines (2)  | 51. produced      |
| 2. partner        | 27. particular (3)   | 52. picture       |
| 3. perhaps        | 28. portable (2)     | 53. purgative     |
| 4. polls (2)      | 29. permissible (2)  | 54. precious      |
| 5. parcel (8)     | 30. penniless (2)    | 55. province      |
| 6. police (3)     | 31. peaceable (5)    | 56. poem          |
| 7. please         | 32. preferred (4)    | 57. pigeon (3)    |
| 8. petrify        | 33. primitive (3)    | 58. putrefy       |
| 9. pharmacy       | 34. precipice (2)    | 59. poultice (4)  |
| 10. progeny       | 35. perceive (4)     | 60. peasant       |
| 11. promise (3)   | 36. partíciple (6)   | 61. poplar        |
| 12. presents      | 37. preceded (8)     | 62. palace (5)    |
| 13. piston        | 38. professor (12)   | 63. process       |
| 14. physique      | 39. perspiration     | 64. parallel (26) |
| 15. proceed (8)   | 40. pneumonia (5)    | 65. pallid        |
| 16. proceedings   | 41. principle (18)   | 66. pretty (8)    |
| 17. performing    | 42. preposition (3)  | 67. psalter       |
| 18. placid (3)    | 43. protestant (4)   | 68. patient       |
| 19. plaintiff (2) | 44. precedent (3)    | 69. persecution   |
| 20. precede (10)  | 45. precedence (4)   | 70. puerile       |
| 21. predecessor   | 46. patience (9)     | 71. pulleys (2)   |
| 22. plains        | 47. possession (2)   | 72. piracy        |
| 23. porous        | 48. probably (4)     | 73. purpose       |
| 24. politician    | 49. parliament (8)   | 74. persecution   |
| 25. pursue (7)    | 50. penitentiary (3) | 75. pumpkin (8)   |

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|-------------------|----------------------|-------------------|
| 76. plumage       | 106. panacea (2)     | 136. people (5)   |
| 77. piazza (3)    | 107. principal (20)  | 137. polar        |
| 78. planned       | 108. pleurisy (3)    | 138. pagan        |
| 79. panel (3)     | 109. promissory (3)  | 139. plenteous    |
| 80. pshaw (4)     | 110. paralyze (3)    | 140. pictures     |
| 81. pickerel      | 111. physician (5)   | 141. palate (2)   |
| 82. persecute     | 112. parricide (3)   | 142. pistol       |
| 83. prairie (12)  | 113. proclamation    | 143. proprietor   |
| 84. pageantry     | 114. preceding (3)   | 144. perfidy      |
| 85. planning      | 115. portmonnaie     | 145. permeate     |
| 86. physical      | 116. possessive (3)  | 146. peace        |
| 87. possessed (3) | 117. persuade (5)    | 147. pious        |
| 88. philosophy    | 118. practical (3)   | 148. pitiable (2) |
| 89. parasol (2)   | 119. precocity (2)   | 149. pillar       |
| 90. piety         | 120. porpoise (2)    | 150. pyramid (3)  |
| 91. president     | 121. physiology (8)  | 151. pulpit       |
| 92. pessimist     | 122. paralysis (3)   | 152. pewter (2)   |
| 93. parable (5)   | 123. prejudice (9)   | 153. percussion   |
| 94. pitiful       | 124. prophecy (3)    | 154. primary      |
| 95. philosopher   | 125. procedure (4)   | 155. pianist      |
| 96. pardoned      | 126. peninsula (3)   | 156. porridge (3) |
| 97. peculiar      | 127. pretense (2)    | 157. pivot        |
| 98. permanent     | 128. parachute (2)   | 158. pneumatic    |
| 99. patented      | 129. phosphorus (2)  | 159. piccalilli   |
| 100. palliate     | 130. Pentateuch (5)  | 160. pencil (3)   |
| 101. precise (3)  | 131. parasite (3)    | 161. parsnip      |
| 102. pudding      | 132. pumpkins (2)    | 162. pretentious  |
| 103. precision    | 133. preparation (9) | 163. paradise     |
| 104. preference   | 134. plagiarize (2)  | 164. pedant       |
| 105. prayers      | 135. pinnacle (4)    | 165. phrase (2)   |

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|-----------------|---------------------|-------------------|
| 166. prayer     | 174. possess (11)   | 182. pare (2)     |
| 167. Philip     | 175. pleasant (8)   | 183. priority     |
| 168. piquancy   | 176. privilege (11) | 184. prairies (2) |
| 169. pestilencé | 177. promontory     | 185. particle (3) |
| 170. pursue (3) | 178. pennant (2)    | 186. practice (3) |
| 171. psalm      | 179. prophesy (3)   | 187. punctilious  |
| 172. picture    | 180. polygamy (2)   | 188. pooh         |
| 173. piece (6)  | 181. paroxysm (3)   | 189. possible (3) |

**Q.**

- |                |                    |                   |
|----------------|--------------------|-------------------|
| 1. question    | 7. quotient (8)    | 13. quantity (3)  |
| 2. quarrel (4) | 8. quadruped (2)   | 14. quietly       |
| 3. quiet       | 9. quarantine (3)  | 15. quandary      |
| 4. quinsy (2)  | 10. quintessence   | 16. quadrille (4) |
| 5. quantities  | 11. quarreling (2) | 17. queue         |
| 6. quinine     | 12. quarry (2)     | 18. qualm         |

**R.**

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|-----------------|--------------------|------------------|
| 1. recede (2)   | 11. religious (3)  | 21. receipt (10) |
| 2. ruffian (5)  | 12. receive (20)   | 22. rapacity (2) |
| 3. ratchet      | 13. rheumatism (4) | 23. razor (3)    |
| 4. relegated    | 14. recompense (3) | 24. repugnant    |
| 5. rational (2) | 15. recurrence (3) | 25. roguish (3)  |
| 6. ravage       | 16. reversible (3) | 26. rinsing (2)  |
| 7. reptile (2)  | 17. rummage (4)    | 27. requisite    |
| 8. rhubarb (4)  | 18. reparation (2) | 28. rarefy (5)   |
| 9. romance      | 19. reference (3)  | 29. reservoir    |
| ✓10. raisin (6) | 20. recommend (14) | 30. resonant     |

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|--------------------|------------------------|------------------|
| 31. recipient (2)  | 58. raiment (2)        | 85. religions    |
| 32. resultant      | 59. reminiscence (2)   | 86. reverse      |
| 33. resources      | 60. receptacle (4)     | 87. resin        |
| 34. rosette        | 61. remained (2)       | 88. radical      |
| 35. revelation     | 62. resuscitate (4)    | 89. right        |
| 36. revenue (3)    | 63. reticence (2)      | 90. rigmarole    |
| 37. rhetoric (3)   | 64. raspberry (2)      | 91. ready        |
| 38. rebellious     | 65. rhinoceros (4)     | 92. rite         |
| 39. rancor (2)     | 66. remember (5)       | 93. recite       |
| 40. rarity         | 67. rebellion (3)      | 94. really (2)   |
| 41. religion (3)   | 68. resistance (2)     | 95. rubies (2)   |
| 42. rancid (2)     | 69. ridiculous (5)     | 96. raisins      |
| 43. radius         | 70. righteous (5)      | 97. ribbon (2)   |
| 44. restaurant (6) | 71. reconnaissance (3) | 98. robin (2)    |
| 45. referred (3)   | 72. resistible (2)     | 99. rich         |
| 46. reverential    | 73. respectfully       | 100. ratios      |
| 47. rinse (9)      | 74. recognized (2)     | 101. retaliate   |
| 48. reindeer (2)   | 75. representative     | 102. recipe (3)  |
| 49. recollection   | 76. recognize (4)      | 103. release (2) |
| 50. reciprocity    | 77. received (3)       | 104. raceme (2)  |
| 51. republicans    | 78. representatives    | 105. reign (2)   |
| 52. railways       | 79. remissible (2)     | 106. remedies    |
| 53. relieve (3)    | 80. rhomboid (3)       | 107. roguery     |
| 54. rescind (2)    | 81. responsibility     | 108. revenue     |
| 55. reconcile      | 82. raspberries (2)    | 109. ravine      |
| 56. retinue (2)    | 83. remembrance        | 110. recess (3)  |
| 57. radish (5)     | 84. refrigerator       | 111. relief      |



## S.

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|------------------|------------------------|-------------------|
| 1. suet (3)      | 29. supersede (10)     | 57. skirmish      |
| 2. scene (4)     | 30. strychnine (6)     | 58. salable (3)   |
| 3. syrup (2)     | 31. sympathize (2)     | 59. sluice        |
| 4. sea (3)       | 32. subtraction (2)    | 60. stubborn      |
| 5. surely (2)    | 33. sovereign (3)      | 61. sieve (14)    |
| 6. satellite (2) | 34. sincerely (4)      | 62. sorry         |
| 7. summary       | 35. suspicion (2)      | 63. sure (3)      |
| 8. syringe (4)   | 36. seminary (3)       | 64. seized (5)    |
| 9. shriek        | 37. superintendent (6) | 65. spurious      |
| 10. see (3)      | 38. statistics (3)     | 66. seize (13)    |
| 11. sirloin (2)  | 39. stimulant (3)      | 67. social (5)    |
| 12. successor    | 40. stationery (4)     | 68. skedaddle     |
| 13. Spanish (3)  | 41. spontaneity        | 69. sagacity      |
| 14. squeeze (2)  | 42. specimen (3)       | 70. salad (4)     |
| 15. some         | 43. succotash (5)      | 71. suitable      |
| 16. suavity      | 44. sufficient (3)     | 72. shone         |
| 17. sensible (8) | 45. stomach (3)        | 73. sciatica (2)  |
| 18. stared       | 46. sentence (3)       | 74. sanitary      |
| 19. species      | 47. separate (40)      | 75. stamina       |
| 20. stratify     | 48. stationary (4)     | 76. specie        |
| 21. sorghum      | 49. souvenir (2)       | 77. satellite (3) |
| 22. surmised     | 50. symmetry (3)       | 78. seated        |
| 23. shining      | 51. sarsaparilla (2)   | 79. stopped (3)   |
| 24. stencil (3)  | 52. scimitar (2)       | 80. salary (7)    |
| 25. scallop      | 53. succeed (11)       | 81. spiral        |
| 26. specialty    | 54. serviceable (3)    | 82. scurrilous    |
| 27. suitor (3)   | 55. shepherd (4)       | 83. stammer       |
| 28. surfeit      | 56. separated (3)      | 84. sorrel        |

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|-------------------|----------------------|------------------|
| 85. sincerity     | 115. syllable (6)    | 145. settling    |
| 86. senior        | 116. synonym (4)     | 146. storms      |
| 87. solecism      | 117. shoulder (3)    | 147. sacrilege   |
| 88. surplice      | 118. similar (5)     | 148. stratagem   |
| 89. special (4)   | 119. symmetrical     | 149. satirize    |
| 90. speech        | 120. sensitive (2)   | 150. surgical    |
| 91. serious       | 121. system (3)      | 151. swift (3)   |
| 92. stereotype    | 122. scholar (9)     | 152. seizure (2) |
| 93. sanatory      | 123. secretary (2)   | 153. servant     |
| 94. science (4)   | 124. scarcely (3)    | 154. scuffle     |
| 95. similes (3)   | 125. superfluous (3) | 155. satirical   |
| 96. shield        | 126. succession      | 156. several (7) |
| 97. suppliant     | 127. sheaves (2)     | 157. staring     |
| 98. solace (2)    | 128. surrounded      | 158. stupefy     |
| 99. sugar (17)    | 129. suggestion      | 159. suffice     |
| 100. squirrel (4) | 130. sacrifice (6)   | 160. surveying   |
| 101. sincere      | 131. systematic      | 161. surgeon     |
| 102. suppurate    | 132. sauerkraut      | 162. sphinx      |
| 103. squalor      | 133. scissors (8)    | 163. school (2)  |
| 104. sweetness    | 134. strength (3)    | 164. submitted   |
| 105. sense (2)    | 135. sympathetic     | 165. succeeded   |
| 106. skirmish     | 136. sovereignty (2) | 166. serenade    |
| 107. Swede (2)    | 137. solemn (4)      | 167. scheme      |
| 108. Spaniards    | 138. sagacious (3)   | 168. siege (6)   |
| 109. swallow      | 139. spherical (4)   | 169. sleigh      |
| 110. stalactite   | 140. sanguine (5)    | 170. solstice    |
| 111. supports     | 141. spinning (2)    | 171. sentries    |
| 112. stalagmite   | 142. strategy (3)    | 172. saucer (6)  |
| 113. such (2)     | 143. scenery (3)     | 173. secede (7)  |
| 114. scared       | 144. schedule (2)    | 174. square      |

175. sheriff (2)	184. soldiers (3)	193. steer
176. sacerdotal	185. sausage (2)	194. sleighing
177. shell	186. supplementary	195. scrofula
178. sagacity	187. surcingle (6)	196. suite
179. silhouette	188. straight (7)	197. searches
180. sword	189. sp��ctacle (2)	198. sparse
181. said (6)	190. spinach (2)	199. scythe (3)
182. searched	191. sergeant (2)	200. sleeves
183. subtr��ct	192. sentence	201. successful

## T.

1. turquoise	19. tobacco (3)	37. tourist
2. tomorrow	20. transferred (6)	38. tired (2)
3. toward	21. technical (3)	39. throat
4. terrace (4)	22. thousandths (2)	40. transient
5. tongue (6)	23. together (13)	41. tough (4)
6. tedious	24. telephone (2)	42. touch
7. tolerate (2)	25. territorial	43. treason
8. themselves	26. trouble (8)	44. tense
9. telegraphy	27. traceable (2)	45. tension
10. terrify (2)	28. theosophy (2)	46. their (18)
11. twenty	29. tyrannical (3)	47. three
12. temperance	30. Tennessee (6)	48. tried
13. there (15)	31. Tuesday (5)	49. truant
14. town	32. thorough (15)	50. thief
15. terrific (2)	33. tweezers (2)	51. trousseau
16. triphthong (2)	34. timorous (6)	52. thesis
17. these	35. thought (3)	53. tribe
18. tenacious	36. twelfth (3)	54. thirteen

55. talisman	76. temerity	97. tariff (2)
56. telegram	77. trenchant	98. trolley-car
57. terrible	78. typify (2)	99. threw (3)
58. tiny	79. thoroughly	100. turtle
59. tentacle (2)	80. tornadoes	101. taffy
60. tennis	81. tomatoes (3)	102. too (17)
61. toothache	82. tyrannize (3)	103. troche (3)
62. termagant	83. turkey (5)	104. typhus
63. turkeys (7)	84. tragedy (2)	105. tacit
64. traveler	85. transitive (2)	106. tantalize
65. terse	86. temperate (2)	107. tansy (2)
66. tomato	87. testimonial (3)	108. totally (2)
67. tyranny (6)	88. tarpaulin	109. to (3)
68. tuition	89. tambourine (3)	110. tapioca
69. transparent	90. trafficking (2)	111. thawing
70. trivial	91. though (4)	112. tassel (11)
71. truly (11)	92. trousers (4)	113. those (6)
72. treatise (3)	93. twentieth	114. tableau
73. torrent (2)	94. trisyllable (4)	115. tactics
74. tropical (3)	95. thermometer	116. two (6)
75. trellis (4)	96. Thursday (3)	117. territory

## U.

1. until (30)	7. usefulness	13. ubiquity
2. usury (3)	8. unanimous (2)	14. union
3. usually (4)	9. unparalleled (2)	15. usurp
4. utensil (2)	10. umbrageous	16. uncle
5. university	11. umbrella (4)	17. using (2)
6. utilize (4)	12. uniform	18. utility



## V.

- |                     |                  |                  |
|---------------------|------------------|------------------|
| 1. visible (13)     | 20. veins        | 39. vicinage     |
| 2. vinegar (6)      | 21. value        | 40. verdict      |
| 3. vaccinate (15)   | 22. villain (11) | 41. vying        |
| 4. ventilate (7)    | 23. village (9)  | 42. very (8)     |
| 5. versatile (3)    | 24. vein         | 43. vermin (3)   |
| 6. variegate (2)    | 25. vacillating  | 44. vane         |
| 7. vacillate (3)    | 26. vessel (3)   | 45. virtues      |
| 8. vegetable (4)    | 27. vineyard     | 46. verdigris    |
| 9. velocipede (2)   | 28. villainous   | 47. veneer (3)   |
| 10. ventricle (3)   | 29. volunteer    | 48. vehicle (2)  |
| 11. vignette (2)    | 30. vagary       | 49. vigorous     |
| 12. vicissitude (3) | 31. victuals (7) | 50. venom        |
| 13. vengeance (3)   | 32. venison (2)  | 51. verdant      |
| 14. vermilion (3)   | 33. valise (3)   | 52. venerable    |
| 15. ventriloquist   | 34. vacuum (3)   | 53. volatile     |
| 16. varioloid (3)   | 35. velocity (4) | 54. visitor (3)  |
| 17. vertical (9)    | 36. vestige      | 55. vigilant (2) |
| 18. valuable (3)    | 37. vertices     | 56. valid        |
| 19. valleys (3)     | 38. voice        | 57. volatile     |

## W.

- |                   |                |                 |
|-------------------|----------------|-----------------|
| 1. Wednesday (20) | 8. weird (8)   | 15. writing (2) |
| 2. Westminster    | 9. woolly (11) | 16. wriggle     |
| 3. weather (12)   | 10. wield      | 17. worst       |
| 4. whether (10)   | 11. weigh      | 18. write (3)   |
| 5. woman (3)      | 12. which (16) | 19. wizard (3)  |
| 6. women (8)      | 13. wound      | 20. wrecked     |
| 7. whose (14)     | 14. would      | 21. woolen (3)  |

22. wagon (4)	32. worship	42. witticism (4)
23. whistle	33. warrant	43. whey
24. where	34. wrist	44. wainscoting
25. were	35. weasel (4)	45. whimsical
26. wish	36. weapon (6)	46. whoa
27. whole (3)	37. worsted	47. wily
28. wealth	38. wrestle (5)	48. wheeze
29. wrong	39. wrinkle	49. wince
30. water	40. whir	50. written
31. wearisome (3)	41. woes	51. wholly (2)

**Y.**

1. yeast (4)	4. yield (2)	7. yesterday
2. yacht (4)	5. yeoman	8. yule
3. youth	6. yolk (3)	

**Z.**

1. zephyr (4)	3. zealous (8)	4. zinc (4)
2. zodiac		

## APPENDIX.

In many parts of this work the plan of its publication precludes such full treatment of the subject as the author desired to make. For the purpose of throwing light on some statements which might seem to be hardly correct as they stand, the following notes are appended:

*Page 32, last line.*—In Webster's "Guide to Pronunciation," §132, it is said that "in the greater number of cases [where  $\bar{u}$  is found] there comes in, as a connecting glide, a more or less full sound of consonant **y**, which in many cases encroaches upon, and either almost or even quite displaces, the initial vowel element [ $\bar{i}$  or  $\bar{e}$ ]. When preceded by certain consonants, the **y** glide has a tendency to be fused with the consonant, thus taking the shape of a sibilant, **sh** or **zh**, glide,—the whole process issuing in what is called the *palatalization* of the consonant."

And in §165 we find:—"The sound of **u** after **t** differs from  $\bar{u}$  by a partial or entire change of the **y** into a more or less clear **sh**, and usually after **d** into a **zh** glide; as in *na'tūre*, *ver'dūre*, etc." Certainly it does not appear that **t** and **d** in these words have their regular sound, as in §189, (2), and that the sound of **sh** or **zh** is inserted between these mutes and the following **u**. It is plain that the mutes themselves have a modified sound,—that the glide is "fused with the consonant," and whether it takes the force of **sh**, **ch**, or **zh** may be a question.

This note will also explain the use of **d** and **de** as an equivalent of **j**, on page 29, and of **t**, **te**, and **ti** as equivalents of **ch**, on page 30.

It would perhaps be quite as correct to say that the vowel following the consonant equivalent should be joined with the consonant as forming a part of the equivalent (see Webster's "Guide to Pronunciation," §§97 and 106), yet the fact that the consonant equivalent is sometimes sounded independently of the vowel (as in

oceanic, nauseating, associate) shows that it is the consonant which possesses the chief force of an equivalent.

Page 40.—“No letter or combination of letters can begin or end a syllable which cannot begin or end a word; hence no syllable can begin with **x** and none can end in **j**; as, **ma-jes-ty**, **pre-ju-dice**. **Q** must not be separated from the **u** which always follows it; as, **an-ti-qui-ty**, **li-quad**, **re-qui-si-tion**.”

These statements are made, and illustrations given, though the author is aware of the fact that they do not agree with Webster's International Dictionary, to which he so frequently refers, and which, in the main, is accepted as authority in spelling, pronunciation, and syllabication. While conceding the fact that syllabication depends more upon pronunciation than upon etymology, yet it does not seem necessary that the division of words into syllables should be determined arbitrarily by pronunciation rather than by principles. A syllable should be capable of pronunciation when standing alone; that is, it should be a word of one syllable, and should not violate the established rules for words. If **q** is not used alone, but must always be followed by **u**, then both should be pronounced together or the pronunciation is not exact. If a word can not end in **q** or **j**, then a syllable should not end in either of these letters, since a syllable is a part of a word, capable of being pronounced separately as a word of one syllable. The division of words into syllables in Webster's Dictionary is a slavish adherence to the prevailing pronunciation rather than the observance of any rules or principles laid down for the guidance of a learner. Webster's "Guide to Pronunciation," §213, says, "The **kw** sound in **quiet**, **quality**, etc., and the **tw** in **twine**, etc., are compound and momentary sounds." If this is true, as it is: then they should not be pronounced separately by placing the **q** or the **t** in one syllable and the **u** or **w** in another, even though in rapid pronunciation they seem to stand in separate syllables. **Qu**, as the dictionary says, form a momentary compound and should not be separated. They are bound as closely together in pronunciation as **k** and **s** in the momentary compound **x**. Who would say **extravagance** should be divided into syllables as it seems to be pronounced,—**ek-stravagance**? These two sounds of **k** and **s** happen to be represented by one letter, **x**, while the sounds of **k** and

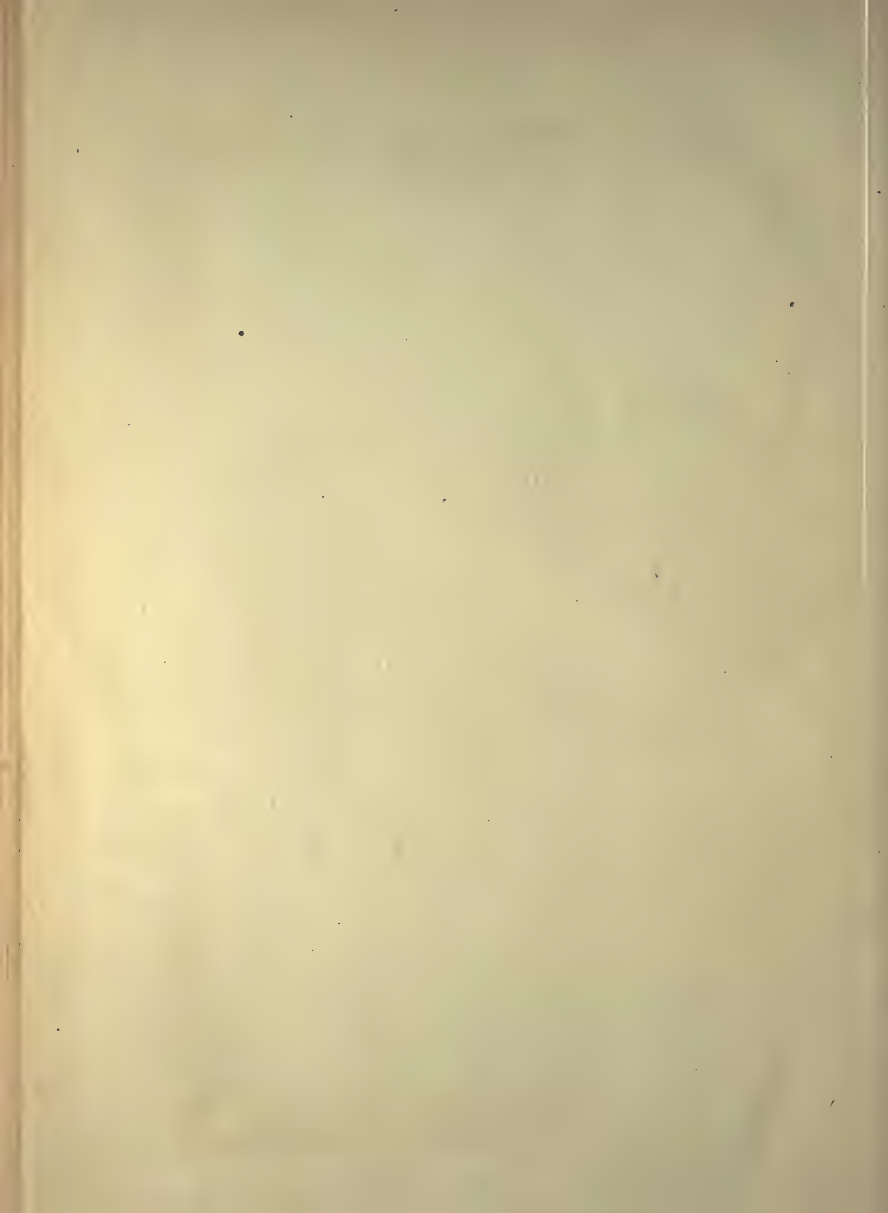


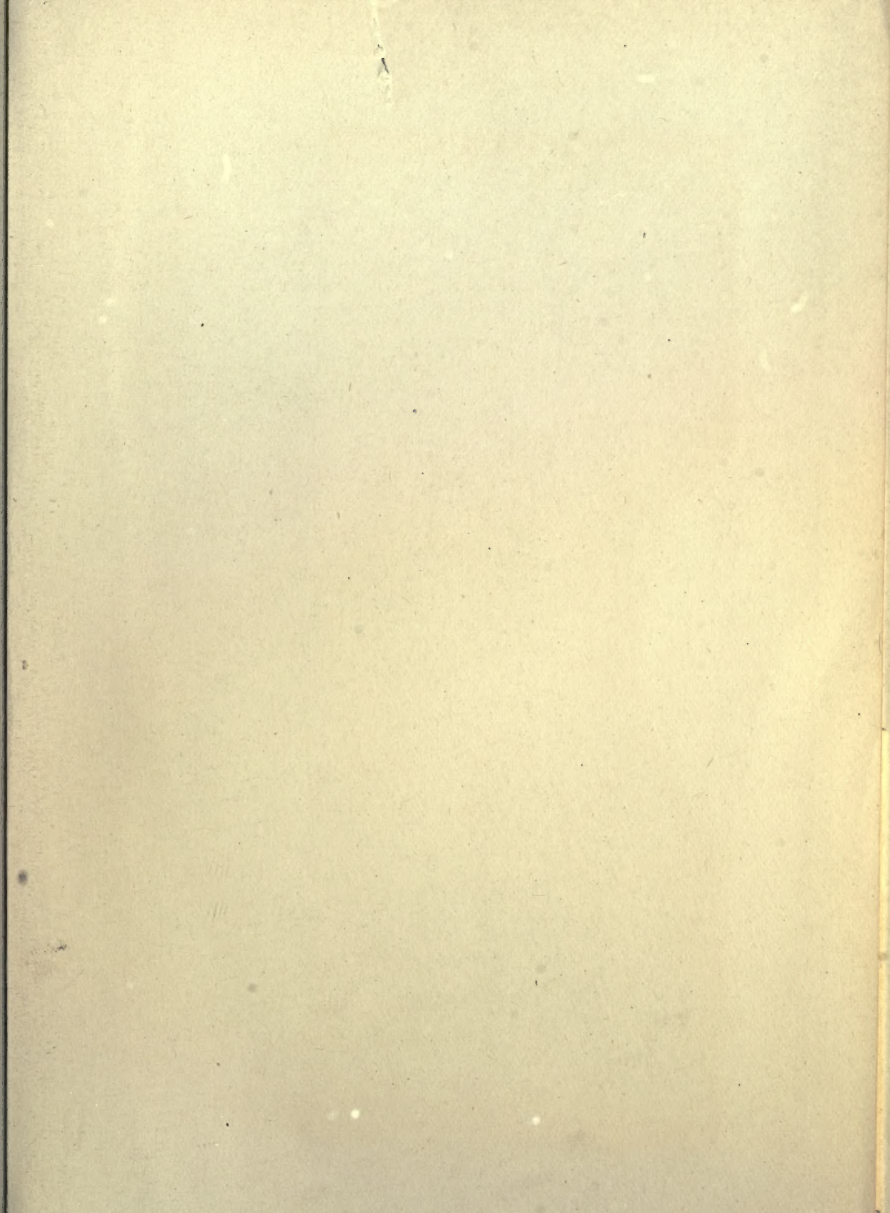
**w** when united just as closely, are represented by **q** and **u**. The sound of these two combined should not be separated in pronunciation or syllabication.

The reference to **x** in the above quotation, is, of course, a reference to **x** as **x**, not as **z**. When **x** is found as first letter of a word it is equivalent to **z** and is not subject to the rules for **x**.

The reference to **j** does not apply when **j** is found in words of foreign origin; as **Taj-mahal**, **Ajalon**, etc.

*Page 41.*—The noun **gal/lant**, is by Webster accented on the second syllable, and the adjective, in certain significations, on the first. Other orthoepists give both accents for both noun and adjective. The word is included in this list simply as an illustration of the few adjectives accented differently from nouns of the same spelling.





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