

SPELLING RULE PART-1

(i) What is Spelling?

Spelling means writing words correctly using the proper order of letters.

When we spell words properly, other people can easily read and understand what we want to say.

Good spelling is an important part of learning English. It helps us write better sentences, complete school work neatly, and communicate clearly with teachers, friends, and family members.

(ii) Why Do We Need Spelling Rules?

Correct spelling is useful because it:

- improves our writing skills,
- makes communication clear and easy to understand,
- helps us read and learn new words,
- increases confidence while writing,
- and helps us score better marks in exams and assignments.

For example:

- **boook** ✗ **book** ✓
- **frend** ✗ **friend** ✓
- **becaus** ✗ **because** ✓

Learning spelling rules makes difficult words easier to remember.



RULE 1: “i” Before “e” Except After “c”:

Usually, in spelling the letter **i** comes before letter **e**.

Examples

- believe
- field
- chief

But after the letter **c**, **e** comes before **i**.

Examples

- receive
- ceiling
- deceive



Exceptions to the Rule

Some English words do not follow this rule.

Examples of Exceptions

- weird
- height
- foreign
- science
- sufficient

These words are called **exceptions** because their spelling does not match the usual rule. English has many such exceptions, so regular reading and practice help improve spelling skills.

SPELLING RULE: “i” Before “e” Except After “c”!

USUALLY: i comes BEFORE e

1. **believe** (I BELIEVE I CAN!)

2. **field** (SOCCER FIELD)

3. **chief** (WISE CHIEF)

BUT after “c”: e comes BEFORE i

1. **receive** (YOU RECEIVE MAIL!)

2. **ceiling** (LOOK UP AT THE CEILING!)

3. **deceive** (DON'T DECEIVE OTHERS!)

Common Exceptions: (like neighbor, weigh, their, science, species)

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RULE 2: Double the Final Consonant Before Adding “-ing” or “-ed”

If a short word ends with:

□ **consonant + vowel + consonant (CVC pattern)**

we usually double the last consonant before adding “-ing” or “-ed”.

Examples

- run → running
- stop → stopped
- swim → swimming
- clap → clapped



Exceptions to the Rule

Do **not** double the last consonant when:

- the word ends with **two vowels** before the consonant, or
- the word is longer and the stress is not on the last syllable.

Examples

- rain → raining **X**(not *raining*)
- keep → keeping **X**(not *keeping*)
- visit → visiting **X**(not *visitting*)
- open → opened **X**(not *opened*)

SPELLING RULE 2: Double the Final Consonant!

If a short word ends in: **CONSONANT + VOWEL + CONSONANT**, double the last letter before adding ‘-ing’ or ‘-ed’.

ADDING “-ing”

1. run → **running**
r (C) + u (V) + n (C) =

2. swim → **swimming**
s-w + w (C) + i (V) + m (C) = swimming (to be precise for kids)

3. clap → **clapping**
c-l + l (C) + a (V) + p (C) =

ADDING “-ed”

1. stop → **stopped**
s-t + t (C) + o (V) + p (C) =

2. hop → **hopped**
h + o (V) + p (C) =

3. dig → **digged**
d + i (V) + g (C) =

3. skip → **skipped**
s-k + k (C) + i (V) + p (C) =

Common Exceptions: (eating, reading, ‘wait-ing’, ‘wait-ing’ (long vowels), ‘visiting’ (two syllables))

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RULE 3: Do Not Double the Final Consonant When the Vowel Sound is Long

When a word has a **long vowel sound**, we usually **do not double** the final consonant before adding “-ing” or “-ed”.

A **long vowel sound** is when the vowel says its own name, such as:

- **a** in *rain*
- **ea** in *clean*
- **oi** in *boil*

In these words, the vowel sound is stretched or spoken clearly, so the last consonant remains single.

Examples

- rain → raining
- clean → cleaned
- boil → boiling
- wait → waiting
- paint → painted



Exceptions to the Rule

Some words may look like they have a long vowel sound, but they still double the final consonant because of their spelling pattern or stress.

Examples

- prefer → preferred
- begin → beginning
- occur → occurred

These words double the last consonant before adding “-ed” or “-ing” even though the vowel sound may not seem short. This usually happens when:

- the word ends in a consonant-vowel-consonant pattern, and

SPELLING RULE 3: Do Not Double the Final Consonant!

If the vowel sound is long, **do not** double the final consonant.

ADDING “-ing”

1. rain remain as it is
 $r + ai + n =$
(C) (V) (C)
* (R is a consonant, not a vowel) *

2. boil → boiling
 $b + oi + l =$
(C) (V) (C)

3. look → looking
 $l + oo + k =$
(C) (V) (C)

ADDING “-ed”

1. clean remain as it is
 $c + l + ea + n =$
(C) (V) (C)

2. wait → waited
 $w + ai + t =$
(V) (V) (C)

3. need → needed
 $n + ee + d =$
(V) (V) (C)

Common Exceptions/Reminders:
 - common long vowel spelling teams like 'ai', 'ea', 'oi', 'ee'
 ** Look for VVC structure (Vowel Vowel Consonant)

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RULE 4: Drop Silent “e” Before Adding “-ing”

Many English words end with a **silent “e”**. A silent “e” is a letter that is written but not clearly pronounced when we say the word aloud.

When we add **“-ing”** to such words, we usually **remove the final silent “e”** before adding the new ending.

This rule helps make the spelling shorter, smoother, and easier to read.

Examples

- make → making
- dance → dancing
- write → writing
- drive → driving



Exceptions to the Rule

Sometimes, the final **“e”** is **not removed** before adding **“-ing”**. This usually happens when keeping the “e” helps preserve the correct pronunciation of the word.

Examples

- age → ageing / aging
- dye → dyeing
- singe → singeing

Why are these exceptions?

- **dyeing** keeps the “e” so it is not confused with **dying**.
- **singeing** keeps the “e” to preserve the soft “g” sound.

SPELLING RULE 4: Drop Silent “e” Before Adding “-ing”!

If a word ends with silent “e”, remove the “e” before adding “-ing”.

ADDING “-ing”

1. **make** → **making**
kneading a make
2. **dance** → **dancing**
doing a dance
3. **write** → **writing**
doing writing
4. **drive** → **driving**
pretending to drive

ADDING “-ed”

WORD ENDS IN ‘E’ → NEW WORD WITH ‘-ING’

1. **like** → **liking**
2. **skate** → **skating**
3. **use** → **using**

WORD + ING = NEW WORD (No ‘e!’)

Common Exceptions/Reminders:

- REMINDER: This rule is about words with single, final silent ‘e’.
- TIP: If you see ‘ie’ (as in ‘see’ or ‘tie’), this rule doesn’t apply! (Examples: see → seeing, tie → tying (special change), but here the ‘ie’ is part of a vowel team.)

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RULE 5: Keep the “e” Before Adding “-ful” or “-less”

When adding the suffixes “-ful” or “-less” to a word ending in “e”, we usually **keep the final “e”**.

The silent “e” is not removed because the new word is easier to read and pronounce correctly with the “e” included.

Examples

- care → careful
- hope → hopeful
- use → useless
- shame → shameless
- peace → peaceful

SPELLING RULE 5: Keep the “e” Before Adding “-ful” or “-less”!

Do not remove the “e” before adding these suffixes.

ADDING “-ful”

1. care → **careful**
The full ‘e’ is kept!
careful, precise steps

2. hope → **hopeful**
A bright future!

ADDING “-less”

1. use → **useless**
It has no purpose!

Common Exceptions/Reminders:

- ★ Exceptions exist! (e.g., ‘true’ → ‘truly’ / ‘argue’ → ‘argument’)
- ★ Note: This rule applies when the suffix starts with a consonant (f/l).
- ★ (Remember: Keep the silent ‘e’ unless a VOWEL suffix is added!)

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Multiple Choice Questions (MCQs)

Q1. Which is the correct spelling?

- A. recieve
- B. receive
- C. receeve
- D. receve

Q2. Choose the correct word.

- A. runing
- B. running
- C. runned
- D. runingg

Q3. Which spelling is correct?

- A. makeing
- B. makking
- C. making
- D. makeingg

Q4. Choose the correct form.

- A. hopful
- B. hopeful
- C. hopfull
- D. hopefull

Q5. Which word is spelled correctly?

- A. beleive
- B. chief
- C. cheif
- D. fieeld

Q6. Which is the correct spelling?

- A. claped
- B. clapedd
- C. clapped
- D. clapd

Q7. Choose the correct word.

- A. danceing
- B. dancing
- C. danceingg
- D. dancinng



Q8. Which word is correct?

- A. cleanning
- B. cleaned
- C. boilling
- D. raining

Q9. Which is the correct spelling?

- A. carefull
- B. careful
- C. carful
- D. carefool

Q10. Which word is an exception to "i before e"?

- A. field
- B. chief
- C. weird
- D. believe

Q11. Choose the correctly spelled word.

- A. stoping
- B. stoped
- C. stopped
- D. stopingg

Q12. Which form is correct?

- A. usefull
- B. useless
- C. usless
- D. uselees

Q13. Which spelling is correct?

- A. writeing
- B. writting
- C. writing
- D. writtingg

Q14. Which word is correct?

- A. ceiling
- B. cieling
- C. ceilling
- D. seiling

Q15. Which spelling is correct?



- A. swiming
- B. swimming
- C. swimmmed
- D. swimmg

Q16. Choose the correct form.

- A. raining
- B. raining
- C. rainedd
- D. rainingg

Q17. Which word is correctly spelled?

- A. peacful
- B. peaceful
- C. peacefull
- D. peeceful

Q18. Which word is correct?

- A. recieve
- B. friend
- C. freind
- D. beleef

Q19. Choose the correct spelling.

- A. driving
- B. driveing
- C. drivving
- D. drivng

Q20. Which word is spelled correctly?

- A. begining
- B. beginning
- C. begininng
- D. beggining

Q21. Which word is correct?

- A. hopeful
- B. hopless
- C. careles
- D. peacless

Q22. Choose the correct spelling.



- A. field
- B. feild
- C. feeld
- D. fielld

Q23. Which word is correct?

- A. bakeing
- B. baking
- C. bakking
- D. bakng

Q24. Which spelling is correct?

- A. cleanerd
- B. cleanned
- C. cleaned
- D. cleanned

Q25. Choose the correct word.

- A. deceeve
- B. decieve
- C. deceive
- D. deccieve

Answers and Explanations

Question	Answer	Explanation
Q1	B. receive	After the letter “c”, we usually write “ei”.
Q2	B. running	The final consonant is doubled before adding “-ing”.
Q3	C. making	The silent “e” is removed before adding “-ing”.
Q4	B. hopeful	The final “e” is kept before adding “-ful”.
Q5	B. chief	“i” usually comes before “e”.
Q6	C. clapped	The final consonant is doubled before adding “-ed”.
Q7	B. dancing	The silent “e” is removed before adding “-ing”.
Q8	B. cleaned	Long vowel sound words usually do not double the consonant.
Q9	B. careful	The final “e” is kept before adding “-ful”.
Q10	C. weird	“Weird” is an exception to the “i before e” rule.



Question	Answer	Explanation
Q11	C. stopped	The final consonant is doubled before adding “-ed”.
Q12	B. useless	The final “e” remains before adding “-less”.
Q13	C. writing	The silent “e” is removed before adding “-ing”.
Q14	A. ceiling	After “c”, we usually use “ei”.
Q15	B. swimming	The final consonant is doubled before adding “-ing”.
Q16	B. raining	Long vowel sound words do not double the consonant.
Q17	B. peaceful	The final “e” is kept before adding “-ful”.
Q18	B. friend	“Friend” is the correctly spelled word.
Q19	A. driving	The silent “e” is removed before adding “-ing”.
Q20	B. beginning	The final consonant is doubled before adding “-ing”.
Q21	A. hopeful	The final “e” is kept before adding “-ful”.
Q22	A. field	“i” usually comes before “e”.
Q23	B. baking	The silent “e” is removed before adding “-ing”.
Q24	C. cleaned	The word has a long vowel sound, so the consonant is not doubled.
Q25	C. deceive	After the letter “c”, we usually use “ei”.

Please Watch more Grammar Rules on our Part-2

