



# SPELLING ENGLISH

Second Edition

A CONCISE GUIDE TO  
SPELLING, PUNCTUATION AND STYLE

"Spelling English is a reference guide for all students of English. It provides a concise and complete coverage of the rules operating in the spelling of English.

It is organised to make reference as simple as possible.

The book is valuable for individual learners and classroom use."

- National Centre for English Language Teaching & Research,  
Adult Migrant English Program

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# **SPELLING ENGLISH**

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## Introduction

*Spelling English* provides a concise yet complete coverage of the rules that operate in the spelling of English. For all the seeming complexity, if you approach the task positively you can by studying the rules improve your spelling. While there are more than a few words that cannot be classified, the rules given cover all the word patterns of the language. *Spelling English* also contains practical guides to those other elements of correct word forms necessary for the formulation of a sentence and also notes on punctuation.

If you earnestly want to write English correctly, there is no short cut. All future attempts to simplify the spelling of English words will, with all certainty, meet the same fate as those unsuccessful efforts made in the past. The genius of the English language does not lend itself to such manipulative devices. So, knowing that there is and will be no easy way, set to the task enthusiastically. Bear in mind that *Spelling English* is organised so as to make your task as simple and as rewarding as possible.

For those whose spelling and knowledge of sentence construction is fairly sound, the book will always serve as a useful and reliable reference. The guidelines given are in keeping with the best general modern practice. Certain other procedures may at times be argued as also being correct, but these in no way invalidate what is presented in the book.

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## **About the Author**

Ron Horan was born in Sydney and had his secondary education at Fort Street Boys High School just before and in the early years of the Second World War. He then entered the Faculty of Arts at The University of Sydney but interrupted his studies to serve in the Royal Australian Air Force for three years. After the war he completed his Bachelor of Arts degree, majoring in French (Honours) and German. He also gained a Diploma in Education. After a short appointment at Sydney Boys High School he joined the staff of Fort Street, where he taught for 36 years. Many of those years were spent as modern languages master and later as deputy principal. His teaching subjects were French, German and English.

Throughout his career, Ron demonstrated great practical concern for correct English spelling, the importance of which is often neglected in schools. As a practical guide for students he compiled the Fort Street Speller, which is presented to all pupils upon their arrival at the school. The guide has made its way into many avenues of public administration.

Ron Horan was actively involved in the broader sphere of education. He served for ten years as a teacher and deputy principal at the Eastwood Evening College and then for another 22 years as its principal. His contribution to the teaching of foreign languages has been important. With co-authors, he published French and German course books, which are widely used in Australia and around the world. He served on many education committees, and was president of the Australian Federation of Modern Language Teachers Associations. Ron was posthumously awarded the OAM in 2000.

## **Other Publications**

*A New French Course: Parts 1-5*

*Senior French: Parts 1-2*

*A Basic French Vocabulary*

*A New German Course: Parts 1-2*

*Everyday German for You (MS.)*

*The History of the Eastwood Evening College (to 1977)*

*The Next Seven Years (1977-1983)*

*Fort Street Speller*

*Fort Street Songster*

*Fort Street - The School*

*In Celebration - Fort Street Old Boys Union Centenary*

*Maroon and Silver - Fort Street Sesquicentenary*

*Using English*

*Exploring English*

# 1 GENERAL SPELLING

## 1.1 ie or ei ?

With pronunciation as **long e**, **i** comes before **e** except after **c**.

*For example*

believe	receive
belief	receipt
relieve	perceive
relief	deceive
piece	deceit
niece	ceiling
siege	conceit
chief	conceive
shield	
grief	
wield	
yield	
hygiene	

Exceptions seize, either, neither, counterfeit, protein, caffeine, codeine  
Observe also the names of people and places: Neil, Leila, Madeira.

The above general rule “**i** before **e** except after **c**” (the most well-known in English spelling) covers only the spelling of the **long e** sound. And it covers relatively few words.

Notice the spelling **ei** in words with a **long open a** sound.

*For example*

eight	vein	neigh
neighbour	sleigh	feign
freight	beige	heinous
weight	rein	deign
skein	veil	inveigh
weigh	reign	inveigle

With the two basic situations for an **ei** spelling in mind, the spelling of all other words with the combination of these two vowels is **ie** except the words listed below.

leisure	foreign	height
heifer	sovereign	sleight ( <i>of hand</i> )
their	forfeit	seismograph
heir	surfeit	apartheid
heiress	weir	Fahrenheit
heirloom	weird	kaleidoscope

*Note* The **long e** sound is also spelt other ways. *For example*

sheep, sleep, fleet, deep, steel, meet, peel, heel, reel, feet  
heat, leave, teach, clean, steal, meat, peal, heal, real, feat

The **short e** sound is also sometimes spelt **ea**. *For example*

stealth, endeavour, steady, ready, treasure

*Note* A full exposition of **e** sounds and of all other vowel sounds will be found in the *Tables of Sound and Spelling Patterns*, which begins on page 15.

---

## 1.2 ise or ize ?

**Refer to 9.4**

Almost all relevant verbs may be spelt with **ise**. *For example*

organise	emphasise
recognise	realise
familiarise	authorise
baptise	standardise
colorise	jeopardise

*Except* capsize, prize (*cherish*)

Such verbs may also be spelt with **ize** (and always are in American English) except the following.

advertise	compromise	incise
advise	despise	revise
apprise	devise	supervise
chastise	disguise	surmise
circumcise	exercise	surprise
comprise	improvise	televise

*Note* analyse, paralyse, breathalyse, psychoanalyse

---

## 1.3 ce, se, cy, sy

Nouns ending in **ce** or **cy** have their corresponding verbs in **se** or **sy**.

*For example*

practice ( <i>noun</i> )	practise ( <i>verb</i> )
licence ( <i>noun</i> )	license ( <i>verb</i> )
device ( <i>noun</i> )	devise ( <i>verb</i> )
prophecy ( <i>noun</i> )	prophesy ( <i>verb</i> )

*Observe* a licensed plumber, a practising solicitor - because the adjective is formed from the verb.

Also Only the verb *coerce* ends in **erce**. The few other words in the language ending with this sound are spelt **erse**. *For example*

reverse, perverse, obverse, inverse, intersperse

---

#### 1.4 The letter **I** at the end of a word

Words of one syllable containing a single letter vowel almost always have a **double I**. *For example*

all, well, tell, full, call, fall, will, roll, ill, bill, dull, chill, null, ball,  
smell, spell, mill, cell, toll, till

*Note* nil, gel. pal, gal

The **double I** is retained in compounds. *For example*

unwell, refill, recall, downfall, goodwill, foretell, pitfall

*But* until, enrol, annul

In almost all other cases, the word will end in a **single I**. *For example*

wool, soil, soul, trial, trail, oval, appeal, appal, model, equal,  
initial, prevail, expel, extol, excel, apparel, parallel

*But* install

**Refer to 9.4**

The following four words are spelt with a **single final I**, except in American English where a *double I* occurs.

enrol, fulfil, instil, enthral, appal

To remember the main point, bear in mind the words *till* and *until*.

---

#### 1.5 **ant** or **ent** (**ance** or **ence**)?

Adjectives ending in **ant** or **ent** have their corresponding nouns in **ance** or **ence** respectively. There is no rule however for whether the adjective ends in **ant** or **ent**. *For example*

tolerant	tolerance
reluctant	reluctance
observant	observance
abundant	abundance
vigilant	vigilance
resistant	resistance
relevant	relevance
arrogant	arrogance
elegant	elegance
significant	significance
extravagant	extravagance
repentant	repentance

existent	existence
permanent	permanence
negligent	negligence
independent	independence
insistent	insistence
prevalent	prevalence
coherent	coherence
indulgent	indulgence
persistent	persistence
expedient	expedience
transcendent	transcendence

*Note* The word *dependent* is an adjective.  
The word *dependant* is a noun referring to a person.  
The abstract noun is *dependence*.

*Also* defence, defensive; offence, offensive

There are also nouns in **ance** and **ence** that have no corresponding adjective ending in **nt**. No rule governs the noun ending.

*For example*

acceptance	occurrence
ambulance	preference
remembrance	deference
maintenance	pestilence
perseverance	precedence
conveyance	experience

*Note* allegiance

There are very few words in **ense**. The common ones are the following.

condense	incense
recompense	dense
intense	sense
dispense	license ( <i>verb</i> )
suspense	expense
nonsense	tense
immense	

*Note* licence (noun)

## 1.6 **able** or **ible**?

There is likewise no rule for whether the adjective ends in **able** or **ible**.

*For example*

advisable	audible
respectable	responsible
dependable	eligible

excitable	negligible
acceptable	susceptible
applicable	feasible
irreplaceable	contemptible
preferable	accessible
memorable	infallible
movable	plausible
irritable	compatible
unforgettable	corruptible
manageable	convertible
irrevocable	irresistible
indispensable	irrepressible
available	irreversible

---

### 1.7 eous or ious?

There is similarly no rule for whether the adjective ends in **eous** or **ious**.  
*For example*

hideous	laborious
spontaneous	notorious
courteous	oblivious
bounteous	illustrious
homogeneous	abstemious
instantaneous	copious
extraneous	spurious
discourteous	tedious
miscellaneous	contagious
simultaneous	infectious
nauseous	conscientious
righteous	malicious
courageous	pretentious
outrageous	atrocious
gorgeous	pernicious
advantageous	religious

---

### 1.8 ery, ary or ory?

Almost all words ending in **ery** are nouns. *For example*

stationery, bribery, treachery, drudgery, forgery, cemetery, monastery,  
 effrontery, surgery, artillery

*Except* Adjectives formed by adding **y** to a noun ending in **er** .

*For example*

blustery, splintery, blistery, slippery

Both nouns and adjectives end in **ary**. *For example*

dictionary	necessary
boundary	imaginary
burglary	supplementary
glossary	stationary
vocabulary	honorary
tributary	voluntary
granary	contemporary
missionary	auxiliary

Both nouns and adjectives end in **ory**. *For example*

directory	satisfactory
inventory	compulsory
laboratory	introductory
factory	preparatory
promontory	congratulatory
oratory	exploratory
purgatory	derogatory
offertory	conciliatory

*Note* injury, perjury

---

### 1.9 er or or?

Nouns ending in **er**, mostly formed from verbs, indicate the doer or maker. However, some nouns with this indication end in **or**. *For example*

singer	actor
writer	impostor
baker	cultivator
prowler	impersonator
jeweller	malefactor
milliner	narrator
controller	predator
importer	contractor
petitioner	counsellor
pensioner	operator

Some few words permit both forms for the *doer*. *For example*

adviser, advisor; convener, convenor

Some few words have both forms, the **er** form being the person who does the action, and the form in **or** a thing serving a technical purpose. At times only the second form exists. *For example*

adapter, conveyer  
adaptor, conveyor, resistor, calculator, compressor, insulator,  
accelerator, generator

*But* computer, propeller, receiver, transmitter, soap-saver

Some *doer* words are spelt with **ar** as are other words. *For example*

scholar, liar, registrar, beggar  
grammar, calendar, nectar, hangar, altar, cellar

---

### 1.10 or or our?

**Refer to 9.4**

Apart from *doer* words, most words with the relevant sound end in **our**.

*For example*

colour	glamour	humour
neighbour	valour	rumour
vigour	savour	flavour
honour	endeavour	harbour

*Note* behaviour, saviour

The following end in **or**

terror	horror	tremor
error	squalor	stupor
tenor	pallor	torpor

*Note* languor, anchor, liquor, mirror, razor

---

### 1.11 city or sity?

The letter **c** or **s** can in most words be traced to a corresponding adjective or verb.

*For example*

authentic	authenticity
eccentric	eccentricity
complicate	complicity
reciprocate	reciprocity

perverse	perversity
diverse	diversity
pompous	pomposity
generous	generosity
impetuous	impetuosity
verbose	verbosity

*Note* simplicity                      propensity  
velocity                              animosity  
paucity

---

### 1.12 cial or tial ?

If the letter **t** is found in a corresponding base word, the spelling is **tial**. If however the base word has the letter **c**, the spelling may be either **cial** or **tial**.

*For example*

partial	official
impartial	racial
torrential	provincial
potential	artificial
presidential	prejudicial

*But*      circumstantial  
              essential  
              influential  
              preferential

---

### 1.13 acy or asy?

The **acy** ending is by far the more common. *For example*

democracy	accuracy
privacy	delicacy
fallacy	pharmacy
intimacy	supremacy

The only common **asy** words are the following.

ecstasy, fantasy, idiosyncrasy

*Note*      prophecy      courtesy  
              secrecy      heresy  
              policy      hypocrisy  
                          pleurisy  
                          leprosy

---

### 1.14 ction or xion? (See also 1.15)

Most words with a **k** sound are spelt **ction**.

*For example*

reflection	action	collection
connection	correction	introduction
inflection	fraction	satisfaction
deflection	friction	predilection
	erection	construction
	conviction	direction
	section	protection
	production	inspection

The words in the first column have an optional spelling in **xion**.  
A few words only must be written with **xion** : complexion, crucifixion.

---

### 1.15 tion or sion or cion ?

Apart from the above words (*Section 1.14*) there is the further problem of words that otherwise end in **tion** or in **sion** or **cion**.

Only two common words end in **cion**: suspicion, coercion.

As for tion and sion, perhaps a look at the various types of words will be the best aid. *For example*

position	deception	exertion
addition	infection	extortion
solution	suggestion	contention
notion	option	intention
decision	expulsion	diversion
persuasion	ascension	tension
confusion	aversion	dimension
incision	extension	aspersion

Words with a **z** sound are all spelt **sion** .

Observe also words ending in **ssion**. *For example*

admission, permission, possession, discussion, concession, obsession

*Note* fashion, cushion

Notice also that many nouns indicating persons end in **cion**. *For example*

musician, politician, technician, mathematician

---

### 1.16 ch or tch ?

After a consonant **ch** is the spelling. *For example*

church	branch	search
lurch	arch	squelch

After a vowel consisting of more than one letter **ch** is the spelling. *For example*

teach	approach	screech
touch	brooch	couch

After a vowel consisting of a single letter tch is the spelling. *For example*

catch	fetch	scratch
match	hutch	hatch
watch	witch	hitch

But some common words are exceptions. *For example*

such	spinach	attach
much	sandwich	detach
which	ostrich	rich

---

### 1.17 cede, ceed or sede ?

The words *proceed*, *succeed* and *exceed* are the only verbs of more than one syllable with **c** and the **long e** and **d** sound at the end to be spelt with **ceed**. All the others end in **cede** except *supersede*. *For example*

precede, recede, intercede, concede, accede, secede

*Note* procedure

---

### 1.18 efy or ify?

The only verbs to end in **efy** are *putrefy*, *rarefy*, *stupefy* and *liquefy*. All others of similar sound end in **ify**. *For example*

terrify	vilify	falsify	purify
horrify	glorify	mystify	fortify
verify	classify	notify	certify
indemnify	identify	simplify	petrify
nullify	exemplify	solidify	specify

---

### 1.19 y or ie?

Most words ending in the short i sound are spelt with a **y**. *For example*

silly	marry	worry	hurry
carry	angry	happy	lorry

Some shortened forms and diminutives are spelt with **ie**. *For example*

movie	budgie	goalie	walkie-talkie
oldie	bookie	cookie	bikie
laddie	girlie	chappie	cutie
lassie	bickie	cossie	sickie
swaggie	(bikkie)	(cozzie)	Aussie

*Except* buddy, dolly, pussy

And with some words the **ie** spelling is preferred although **y** is correct.  
For example

caddie	caddy	hippie	hippy
junkie	junky	softie	softy
rookie	rooky	cabbie	cabby
doggie	doggy	nightie	nighty
goodie	goody	baddie	baddy

---

## 1.20 ae or e?

Some words are spelt with an **ae** in which the **a** is sometimes omitted.  
For example

mediaeval, aesthetic, encyclopaedia, anaemia, haemoglobin,  
haemorrhage, leukaemia, archaeology, paediatric, orthopaedic

While today the word *medieval* is usually spelt without the **a**, standard practice is to retain it in all others.

---

## Tables of Sound and Spelling Patterns - Vowels

The function of the tables is to serve as a guide to the spelling and the sound. The arrangement is according to sound, showing the spelling for that sound. The table can thus be used from spelling to sound and from sound to spelling. The words given are merely examples.

When only one or two common words constitute a sub-group, no notation appears in the general tables. See the listing of unusual pronunciation s for the spelling beneath the *i* table on *page 19*.

The patterns do not show the indeterminate vowel sounds of English at the beginning and ending of words in speech at normal speed. In modern English these sounds tend to become indistinguishable from one another in any case. Nor do the patterns take account of any change brought about by the occurrence of vowels in unstressed syllables. Account is further not taken of vowels that have a unique ending pattern borrowed from another language. The vowels of borrowed words and of many proper nouns are not indicated. The patterns are concerned with the basic words of the language.

The behaviour of the letter **r** in modern English is also to be noted. In words having **r** as their final letter preceded by a vowel, the **r** is fully pronounced only before a following vowel sound.

Slight differences in pronunciation between that of England and Australia (and other English-speaking countries) have to be appreciated when consulting a dictionary. This also applies in the case of certain borrowed words. Indication is not given of cases where a word has two (or more) accepted pronunciations.

## Sound Symbols used in the Spelling Tables

The symbols are arranged for the easiest reference.

The word in brackets here denotes the vowel sound.

The spelling patterns show the variations in the pronunciation of the English vowels. They will serve as a guide to the pronunciation of each word.

<b>ă</b> (hat)	<b>ÿ</b> (yes)	<b>ɪ</b> (bit)	<b>ɒ</b> (not)	<b>ʊ</b> (hut)
<b>ā</b> (name)	<b>ē</b> (scene)	<b>ī</b> (bite)	<b>ōō</b> (book)	<b>ū</b> (use)
<b>āīr</b> (farm)	<b>ēīr</b> (beer)	<b>īīr</b> (fire)	<b>ōōr</b> (poor)	<b>ūīr</b> (pure)
<b>āīr</b> (bare)	<b>ēīr</b> (verb)	<b>īīr</b> (bird)	<b>ōōr</b> (port)	<b>ūīr</b> (surf)
	= <b>īīr</b>			
	= <b>ūīr</b>			

**Note** The sound symbol **ah** (bath)

**aw** really denotes an e sound.

The sound symbol **aw** really denotes an o sound.

The sound symbol **oo** really denotes a u sound.

**ow** (cow)

**owr** (sour)

**oi** (boil)

**Note** A final **-e** after a single consonant usually has the effect of lengthening the vowel in the preceding syllable:  
name, scene, bite, note, use.



<i>sound</i>	<i>spelling</i>	
ă	a	hat, bad, gather, tact; have
ā	a-e	name, gaze, lane, safe
	a	agent, naked, paling, change
	ai	aid, fail, train, praise
	ay	say, pay, relay, payment
	ea	great, break, steak
	ei	vein, rein, feint, heinous
	eig	reign, deign
	eigh	weigh, eight, eighth, freight
	ey	grey, obey, they, convey
ār	ar	farm, charge, car, garlic; are
	ear	heart, hearth
âr	are	bare, glare, square, dare
	acr	aeroplane, aerial, aerospace, aerated
	air	air, fair, pair, despair, lair
	ear	bear, wear, pear
	eir	their, heir, heirloom
	ere	there, where
ah	a	bath, draft, castle, pass
	al	calm, palm, balm, qualm
	au (+gh = f)	laugh, draught
aw	aw	law, paw, dawn, drawl
	a	water, also, wall, called
	al	talk, walk
	au	haul, maul, pause, taut
	ough	taught, caught, haughty
	ough (+t)	ought, bought, thought, fought
<i>Also</i>		
ĕ	a	any, many, says
	ea	bread, deaf, heaven, weapon
ē	ae	aegis, encyclopaedia, haemoglobin
	ea	bean, east, teak, eager
ēr	ear	fear, spear, beard, appear
êr	ear	earth, heard, early, rehearse
ö	a	what, was, squad, squander
	au	sausage, Australia, cauliflower
ō	oa	oat, boat, coast, hoax, goal
ōr	ar	war, warm, dwarf, towards
	oar	board, oar, roar, hoarse

<i>sound</i>	<i>spelling</i>	
ĕ	e	yes, bell, send, elbow, gentle
	ea	bread, deaf, heaven, weapon
	ei	leisure, heifer
	eo	leopard, jeopardy
	a	any, many, says
ē	e-e	scene, these, theme, eve
	e	she, equal, gardenia, regal
	ee	feet, meet, seek, agree
	ie	piece, chief, yield, belief
	ei	ceiling, receive, deceive, conceit
	ea	bean, east, teak, eager
	ae	aegis, encyclopaedia, haemoglobin
	i	police, ravine, machine
	oe	foetus, amoeba, phoenix
ēr	eer	beer, queer, career, mutineer
	ear	fear, spear, beard, appear
	eir	weir, weird
	er	hero, zero, query; here
	ier	pier, tier, pierce, bier
ēr	er	verb, her, nerve, verve; were
	ear	earth, heard, early, rehearse
	or	word, worm, worse
	our	courtesy, journey
îr = êr	ir	bird, birth, dirty, thirst
ûr = êr	ur	surf, blur, church, occur
<i>Also</i>		
ā	ea	great, break, steak
	ei	vein, rein, feint, heinous
	eig	reign, deign
	eigh	weigh, eight, eighth, freight
	ey	grey, obey, they, convey
ār	ear	heart, hearth
ār	aer	aeroplane, aerial, aerospace, aerated
	are	bare, glare, square, dare
	ear	bear, wear, pear
	eir	their, heir, heirloom
	ere	there, where
ī	ci	foreign, sovereign
	ey	valley, monkey, donkey
ī	ei(gh)	Fahrenheit, seismograph, height
	ie	lie, die, belie, tried
ō	oe	toe, foe, hoe, doe
ōō	ew	chew, drew, threw, jewel
	oe	shoe, canoe
	ue	true, blue, glue, rue
ū	eu	feud, Europe, pneumonia
	ew / iew	few, new, dew, pew / view, review
	ue	due, cue, hue, ensue



<i>sound</i>	<i>spelling</i>	
ī	i	bit, drill, fish; give
	y	gymnast, rhythm, hymn, lorry
	ei	foreign, sovereign
	ey	valley, monkey, donkey
ī	i-e	bite, size, fine, pile
	i	trial, kind, wild, pliers
	ie	lie, die, belie, tried
	igh	high, sigh, night, tight
	ei(gh)	Fahrenheit, seismograph, height
	y	sky, rely, hyena; dye
	uy	buy, guy
īr	ire	fire, hire, acquire, require
	ier	fiery, hierarchy, hieroglyphics
	yre	tyre, lyre, pyre
	ir	bird, birth, dirty, thirst
īr = ēr		
Also		
ā	ai	aid, fail, train, praise
	ei	vein, rein, feint, heinous
	eig	reign, deign
	eigh	weigh, eight, eighth, freight
ār	air	air, fair, pair, despair, lair
	eir	their, heir, heirloom
ē	ei	leisure, heifer
ē	ei	ceiling, receive, deceive, conceit
	i	police, ravine, machine
	ie	piece, chief, yield, belief
ēr	eir	weir, weird
	ier	pier, tier, pierce, bier
ōō	ui	fruit, cruise, bruise, juice
oi	oi	boil, oil, devoid, poignant
	oy/uoy	boy, toy, enjoy, enjoyment / buoy

### Unusual Pronunciations

ā	gaol	ēr	souvenir	ō	sew
ā	gauge	ēr	chauffeur	ō	brooch
ā	café, fiancée	ēr	colonel	ō	mauve
ār	clerk, sergeant	ī	English	ōō	yeoman
ār	bazaar	ī	women	ōō	rheumatism
aw	broad, broadcast	ī	busy, business	ōō	manoeuvre
e	said	ī	build	oor	tour
e	friend	ī	sieve	oor	pleurisy
e	bury	ī	aisle	ū	does
e	aesthetic	ōō	woman	ū	blood
e	people	ōō	wolf	ū	beauty
e	key			ū	nuisance
e	quay				



*sound*

*spelling*

<b>ō</b>	o ou (+ gh = f) a	not, doll, wrong, olive cough, trough what, squad, was, squander
<b>ö</b>	au oo ou u	sausage, Australia, cauliflower book, look, brook, rookie would, could, should put, push, butcher, full
<b>ō</b>	o-e o oe oa ol ou ough ow	note, hole, wrote, rove no, most, bold, over, omen toe, foe, hoe, doe oat, boat, coast, hoax, goal folk, yolk mould, shoulder though, dough, furlough low, slow, bowl, flown; owe
<b>oo</b>	oo o oe ou ough ew u ue ui uo	boot, loose, choose, pool, too do, to; lose, move shoe, canoe you, soup, group, youth through chew, drew, threw, jewel rude, rule, ruby, truth true, blue, glue, rue fruit, cruise, bruise, juice fluorescent, fluoride
<b>oor</b>	oor ure	poor, moor sure, assure, ensure, insure
<b>ōr</b>	or oor oar our ar	port, force, absorb, forty, shore door, floor board, oar, roar, hoarse four, course, pour, your war, warm, dwarf, towards
<b>ow</b>	ow ou ough	cow, brow, down, endow out, doubt, mouth, scrounge bough, drought, plough
<b>owr</b>	our	sour, flour, our, hour
<b>oi</b>	oi oy/uoy	boil, oil, devoid, poignant boy, toy, enjoy, enjoyment; buoy
<i>Also</i>		
<b>aw</b>	aw ough (+t)	law, paw, dawn, drawl ought, bought, thought, fought
<b>ē</b>	eo	leopard, jeopardy
<b>ē</b>	oe	foetus, amoeba, phoenix
<b>ēt</b>	or our	word, worm, worse courtesy, journey
<b>ū</b>	o ou ou (+ gh = f)	honey, mother, tongue; love, come, done touch, nourish, couple tough, rough, enough

# U

<i>sound</i>	<i>spelling</i>	
ū	u	hut, bump, such, lunch
	ou	touch, nourish, couple
	ou (+ gh = f)	tough, rough, enough
	o	honey, mother, tongue; love, come, done
ū	u-e	use, huge, astute, resume
	u	human, bugle, numeral, putrid
	ue	due, cue, hue, ensue
	eu	feud, Europe, pneumonia
	ew	few, new, dew, pew
	iew	view, review
ūr	ure	pure, cure, endure, allure
ūr = ēr	ur	surf, blur, church, occur
<i>Also</i>		
au	au (+ gh = f)	laugh, draught
aw	au	haul, maul, pause, taut
	ough	taught, caught, naughty
	ough (+t)	ought, bought, thought, fought
ēr	our	courtesy, journey
ī	uy	buy, guy
ō	au	sausage, Australia, cauliflower
	ou (+ gh = f)	cough, trough
ōō	u	put, push, butcher, full
ō	ou	would, could, should
	ou	mould, shoulder
	ough	though, dough, furlough
ōō	u	rude, rule, ruby, truth
	ue	true, blue, glue, rue
	ui	fruit, cruise, bruise, juice
	uo	fluorescent, fluoride
	ou	you, soup, group, youth
	ough	through
	ew	chew, drew, threw, jewel
oor	ure	sure, assure, ensure, insure
ōr	our	four, course, pour, your
ow	ou	out, doubt, mouth, scrounge
	ough	bough, drought, plough
owr	our	sour, flour, our, hour

*Note* the use of **u** to harden the **g** before **e** and **i** as in:

guess, guest  
 guilt, guild, guitar  
 guide, guile, disguise

*Also* guard, guarantee

*And also* the use of **u** sounded as **w** after **s**, **g** and **q** as in:

persuade, suede, suave; language, languish; square, quit