

**Index of Grammatical Items  
on the Grammar Chart**

there = here

they're = they are

their = our

too = so, also

two = three

to = ~~so, also, three~~

it's = it is

its = his/her

you're = you are

yours = ours

we're = we are

were = are

where = here

our = your

are = were

should have = should not

have

sort of = \_\_\_\_\_

who = he

whom = him

lose = find

loose = tight

effect = noun: an effect,

the effect, some effect

affect = verb: I \_\_\_\_, you \_\_\_\_, he \_\_s.

a lot= a whole lot

already = by now

all ready = all prepared

all right = all wrong

every day = each day

everyday = ordinary

who's = who is

whose = his

lie = sit

lay = put

accept = take

except = but

used to

apostrophe: contractions

Apostrophe: possessions, singular

Apostrophes: possessions, plural

No apostrophe-plurals

No apostrophe-verbs ending in "s"

Commas-letter salutations

Commas, letter closing

Commas, appositives

Commas in series

Colons in series

Hyphens in compound adjectives

Quotations, period inside

Quotations, period outside

Quotations, comma inside

Quotations, comma outside

Quotations, question mark inside

Quotations, question mark outside

Dialogue: paragraphing

Punctuation titles: weekend rule

Titles

Proper nouns

Proper adjectives

Religions

First words in sentences

First words in direct quotes

silent E

Words ending in Y

Words ending in consonants

I before E

Adding prefixes and suffixes