

# Using Reference Materials to Check Spelling

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Score: \_\_\_\_\_ / 10



## Quick Review

When you are unsure how to spell a word — or which spelling is correct — use a reference tool. A **DICTIONARY** shows the correct spelling, pronunciation, and meaning of words. A **GLOSSARY** in the back of a textbook defines key terms used in that book. A **THESAURUS** lists synonyms and antonyms (it is for word choice, not spelling). Spell-check on a computer can catch many misspellings but cannot tell you which homophone is right ('to', 'too', 'two'), so always reread your writing. When using a printed dictionary, use the **GUIDE WORDS** at the top of the page to find the right page, and remember that entries are in alphabetical order.

## PRACTICE

Choose the best answer.

1. A student is unsure how to spell the word \*occurrence\*. Which reference would BEST help her check the spelling?
  - A. a thesaurus
  - B. a dictionary
  - C. an atlas
  - D. an encyclopedia
2. The guide words at the top of a dictionary page are \*flood\* and \*foam\*. Which of the words below would be found on this page?
  - A. flake
  - B. fold
  - C. fountain
  - D. flower
3. Which list of words is in correct alphabetical order?
  - A. mountain, motor, mouse, move
  - B. motor, move, mountain, mouse
  - C. motor, mountain, mouse, move
  - D. mouse, motor, mountain, move



4. You see the word \*bark\* in this sentence: 'The rough bark of the oak tree felt scratchy.' Which dictionary meaning of \*bark\* fits?
- A. the outer covering of a tree
  - B. the short, sharp sound a dog makes
  - C. a small sailing ship
  - D. to speak in a loud, harsh voice
5. Which reference book is BEST for finding a SYNONYM (a word with almost the same meaning) for the word \*important\*?
- A. a dictionary
  - B. an atlas
  - C. an encyclopedia
  - D. a thesaurus
6. Mira typed: 'I went to the store to \*by\* milk.' Spell-check did NOT underline the word \*by\*. What is the BEST way to catch this kind of mistake?
- A. ignore it; spell-check is always right
  - B. reread the sentence carefully and check that each word is the right word
  - C. type the sentence again and hope for a different result
  - D. ask a friend to retype it
7. You are reading a science textbook and don't know the word \*photosynthesis\*. Where in the book should you look FIRST?
- A. the title page
  - B. the index
  - C. the glossary
  - D. the table of contents
8. A dictionary entry shows: 'cou-ra-geous (k $\blacksquare$ -r $\blacksquare$ 'j $\blacksquare$ s).' The mark ' after 'r $\blacksquare$ ' tells you that:
- A. that syllable is stressed (said more strongly)
  - B. that syllable is silent
  - C. the word has more than one meaning
  - D. the word is borrowed from another language
9. Sasha wants to find the EXACT current spelling and meaning of a brand-new technology word. Which reference is BEST?
- A. a printed dictionary from 1995
  - B. a thesaurus
  - C. an atlas
  - D. a current online dictionary



10. Name the reference tool that BEST fits each task: (a) check the spelling of a word, (b) find a word with the same meaning as 'happy', (c) look up where the country Kenya is located, (d) find facts about the scientist Marie Curie.

Answer: \_\_\_\_\_



## Answer Keys

- 1  A  B  C  D
- 2  A  B  C  D
- 3  A  B  C  D
- 4  A  B  C  D
- 5  A  B  C  D

- 6  A  B  C  D
- 7  A  B  C  D
- 8  A  B  C  D
- 9  A  B  C  D
- 10

### Explanations

<b>1. B</b>	A dictionary gives the correct spelling, pronunciation, and meaning of a word. A thesaurus lists synonyms (for word choice), an atlas has maps, and an encyclopedia has articles about topics — none of those are the right tool to check a spelling.
<b>2. D</b>	Guide words show the FIRST and LAST entries on the page, and entries are in alphabetical order. 'Flower' (f-l-o-w) comes after 'flood' (f-l-o-o) and before 'foam' (f-o-a). 'Flake' comes before 'flood' (earlier page). 'Fold' and 'fountain' both come after 'foam' (later page).
<b>3. C</b>	Compare letter by letter: motor (mot-) → mountain (moun-) → mouse (mous-) → move (mov-). After 'mo', the next letters go t, u, u, v. Between 'mountain' and 'mouse' the 4th letter is n then s. Only C is in correct order.
<b>4. A</b>	Use CONTEXT clues: 'rough', 'oak tree', and 'scratchy' all point to the meaning 'the outer covering of a tree.' The other meanings of 'bark' are real dictionary entries, but they do not fit this sentence.
<b>5. D</b>	A thesaurus is built for finding synonyms (and antonyms). A dictionary tells you what a word means and how to spell it. An atlas has maps. An encyclopedia has articles about topics.
<b>6. B</b>	Spell-check only flags words that are not in its word list. 'By' is a real word, so spell-check leaves it alone — even though Mira meant 'buy'. The only reliable way to catch a wrong-word/homophone mistake is to reread your writing carefully.
<b>7. C</b>	A glossary is a mini-dictionary at the back of a textbook that defines the key terms used in that book — exactly what you need for an unfamiliar science word. The index lists page numbers, and the table of contents lists chapters — neither gives a definition.
<b>8. A</b>	In a pronunciation respelling, the mark ' after a syllable shows which syllable is STRESSED — the one you say a little louder and stronger (cou-RA-geous). Silent syllables, multiple meanings, and word origin are shown in different parts of the entry.
<b>9. D</b>	A current online dictionary is updated as new words enter the language, so it will have the newest spellings and meanings. A 1995 dictionary is too old. A thesaurus gives synonyms, not new spellings. An atlas has maps.
<b>10.</b>	<b>Answer:</b> (a) dictionary; (b) thesaurus; (c) atlas; (d) encyclopedia. Each tool has a specific purpose: a dictionary checks spelling and meaning; a thesaurus lists synonyms; an atlas shows maps and locations; an encyclopedia has articles about people, places, and topics.



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