

COMMON GRAMMAR ERRORS



Minor Mistakes - Big Negative Impact



- It's vs. Its
- It is = it's
- It's great
- Its implies possession
- The dog wags its tail

You Are: Your Vs. You're



- Your implies possession
- Your report is good
- You are is shortened to you're
- You're a great employee.
- Think: Possession or two words

Than Vs. Then



- Than is a comparison
- Then references time
- Example: One is less than two.
- Example: Do you remember how things were back then?
- Tip: "a" in than is before other letters

Fewer vs. Less



- If you can count, use fewer
- Less is for nouns
- Fewer dollars, less money
- Fewer people, less crowding
- Fewer reports, less work