

PREFIXES	MEANINGS	EXAMPLES
<i>Ante-/pre-</i>	Before, prior to	Antecedent, prepaid
<i>Anti-</i>	Against, in opposition to	Anti-smoking
<i>Audi-</i>	Hear, sound	Auditorium, audience
<i>Auto-</i>	Self	Automatic, autopilot
<i>Bene-</i>	Good, well, favorable	Benefit, benevolent
<i>Co-</i>	Together	Cooperation, co-worker
<i>Dis-/il-/im-/in-/ir-</i>	Apart, not	Disapprove, illegal, impossible, incompetent, irrelevant
<i>Fore-</i>	Before	Foresee, forename
<i>In-</i>	Inside,	Input, in-house
<i>Inter-</i>	Between (exchange)	Interactive, international
<i>Loc-</i>	Place	Local, location
<i>Macro-</i>	Large	Macroeconomics, macroscopic
<i>Micro-</i>	Small	Microelectronics, microscopic
<i>Mis-</i>	Bad(ly), wrong(ly)	Mismanagement, miscalculate
<i>Out-</i>	Higher or better (than others)	Outbid, outperform
<i>Over-</i>	Too much, excessive	Overbook, overestimate
<i>Post-</i>	After	Post-graduate, postpone
<i>Psych-</i>	Mind	Psychology, psychometric
<i>Re-</i>	Again or back	Reorganize, regain
<i>Sub-</i>	Under	Subcontractor, subdivision
<i>Tele-</i>	Distance	Television, telephone
<i>Trans-</i>	Across, through	Transportation, translator
<i>Un-</i>	Not	Unsatisfactory, unauthorized
<i>Under-</i>	Insufficient	Underestimate, undervalue

The addition of a suffix can lead a word to change the part of speech it belongs to. The fourth column in the list below indicates the most common changes.

SUFFIXES	MEANINGS	EXAMPLES	MAIN FUNCTIONS
<i>-able</i> <i>-ible</i>	Having the ability to	Profitable, sensible	Verb/noun \Rightarrow adjective
<i>-an/-ian</i> <i>-ese</i>	From, native of	American, Australian, Japanese	Noun \Rightarrow adjective/noun
<i>-cian</i>	Having a specific skill	Physician, dietician	Noun \Rightarrow noun
<i>-ee</i>	One who receives the action	Examinee, employee	Noun/verb \Rightarrow noun
<i>-er, -or</i>	One who performs the action	Examiner, employer	Noun/verb \Rightarrow noun
<i>-en, -fy</i> <i>-ize</i>	Transform, cause to shift to another state	Widen, modify, visualize	Noun/adjective \Rightarrow verb
<i>-ess</i>	Female	Hostess, waitress	Noun (masc.) \Rightarrow noun (fem.)
<i>-ful</i>	Full of	Useful, helpful	Noun \Rightarrow adjective
<i>-ism</i>	System, manner, condition	Criticism, feminism	Noun/adjective \Rightarrow noun
<i>-less</i>	Without	Hopeless, meaningless	Noun \Rightarrow adjective
<i>-ly</i>	Manner	Easily, clearly	Adjective \Rightarrow adverb
<i>-ment</i>	Act of	Development, shipment	Verb/noun \Rightarrow noun
<i>-ness</i>	State of being	Awareness	Adjective \Rightarrow noun
<i>-ship</i>	State of being	Leadership, ownership	Noun \Rightarrow noun

8.3 Easily Confused Words

Easily confused words often appear as distracters in this part of the test. They are of three types:

- I. Words that have similar meanings but are not used in the same way.
- II. Words that are used in related contexts but have different meanings.
- III. Words that look similar but have different meanings or uses.

Learning the differences between these words can be very helpful. Here are a few examples:

Type I - Words that have similar meanings but are not used in the same way.

	MEANING/USE	EXAMPLE
<i>Say</i>	To pronounce words to give information, opinions or suggestions: to say something (<u>to</u> somebody).	<ul style="list-style-type: none"> The children said goodbye (to their parents).
<i>Tell</i>	To pronounce words to give information, opinions or suggestions: to tell to somebody that... to tell somebody to do something	<ul style="list-style-type: none"> He told us that he was tired.
<i>Also</i>	Usually placed near the verb.	<ul style="list-style-type: none"> He teaches economics and also writes press articles.
<i>Too</i> <i>As well</i>	Usually placed at the end of a clause.	<ul style="list-style-type: none"> He teaches economics and writes press articles as well.

Type II - Words that are used in related contexts but have different meanings.

	MEANING/USE	EXAMPLE
<i>Bring</i>	Carry someone or something towards the person speaking (bring somebody something/bring something to somebody).	<ul style="list-style-type: none"> Bring me the report. Bring it to me.
<i>Take</i>	Carry someone or something away from the person speaking.	<ul style="list-style-type: none"> I'll take this file to the purchasing department.
<i>Borrow</i>	Take something from someone (or institution) with their permission for a limited period of time (to borrow something <u>from</u> somebody).	<ul style="list-style-type: none"> Can I borrow this book from you?
<i>Lend</i>	Let someone have something for a limited period of time (to lend somebody something/to lend something to somebody).	<ul style="list-style-type: none"> Can you lend me your card? Banks often refuse to lend money to unemployed people.

Type III - Words that look similar but have different meanings or uses.

	MEANING/USE	EXAMPLE
<i>Rise</i>	(intransitive) To go up, to move upwards.	• The sun rises in the East.
<i>Raise</i>	(transitive) To lift, to make higher.	• The government raised taxes by 1.5%.

<i>Economic</i>	Relates to the science of economics, or to the economy of a country (i.e. its trade, industry and money).	• Economic theories. • The government's economic policy.
<i>Economical</i>	Making reasonable and efficient use of resources (money, fuel, etc...).	• An economical shopper. • An economical car.

8.4 False Friends

When learning a foreign language, it is very helpful if some words remind you of related words in your native language. However some apparent similarities may be misleading.

“False friends” (or “false cognates”) are pairs of words which are spelled and/or pronounced similarly in two languages but have different meanings. Language learners are likely to misidentify them due to language interference.

Here are two examples:

- The English word “actually” means “really” or “in fact” whereas in Spanish, French, German or Dutch the similar-sounding words mean “currently” or “at present”.
- A Japanese word pronounced [saikou] sounds like the English word “psycho” but actually means “the highest”.

The following list is not exhaustive. It includes false friends which are common to several languages.

ENGLISH TERM	MEANING	NOT BE CONFUSED WITH
<i>Actually</i>	Really, in fact.	Current, at present.
<i>Assist</i>	To help, aid or give assistance	To attend, to participate in.
<i>Canteen</i>	Cafeteria or lunch room (in a company, factory, shop or school).	A cellar, a trunk.
<i>Control</i>	To exert power on something or someone's actions.	To check, to verify.
<i>Deceive</i>	To make someone believe that something false is the truth.	To disappoint.

Education	Knowledge that you get from school or college.	Upbringing (knowledge that you get at home)
Eventually	In the end.	Possibly.
Fabric	Cloth, material.	Factory, plant.
Genial	Friendly.	Intelligent, brilliant.
History	A record of past events.	A story (= description of imaginary characters or events)
Lecture	Formal talk in front of an audience (usually at university or college).	Reading.
Library	A building or room where books and newspapers are kept for visitors to consult or borrow.	Bookstore.
Realize	To become aware of something.	To achieve.
Sensible	Showing good judgment.	Sensitive.
Sympathetic	Understanding and caring for someone in a bad situation.	Friendly.

8.5 Antonyms

In some cases, the term that best completes a vocabulary item is an antonym, i.e. a word which means the opposite of another word in the sentence.

Example 3

Most of the candidates taking the test in June are usually successful but those who take it in December often _____.

- (A) pass
- (B) sit
- (C) *fail*
- (D) prove

In this sentence, the conjunction *but* indicates a contrast between the two parts of the sentence.

(C) The verb *fail* reflects this contrast as it is the opposite of *are successful* and (A) *pass*.