

If there is no ‘e’ at the end of a word, the vowel is usually ‘short’:

bit, hop, let

If a second syllable is added to these words, the consonant is usually doubled:

bit	–	bitten
hop	–	hopping
let	–	letting

There are, of course, some exceptions. If the ‘e’ is preceded by a ‘g’ or a ‘c’, the ‘e’ is usually retained. To remove it would produce a ‘hard’ sound instead of a ‘soft’ one:

age	–	ageing
marriage	–	marriageable
service	–	serviceable

Adding ‘-ly’ to adjectives

When forming an **adverb** from an **adjective**, ‘ly’ (not ‘ley’) is added. If there is a ‘y’ at the end of the adjective, it must be changed to an ‘i’:

<i>adjective</i>	<i>adverb</i>
beautiful	beautifully
happy	happily
quick	quickly
slow	slowly

If a word ends in ‘ic’, ‘-ally’ is added to it:

enthusiastic	–	enthusiastically
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