

# COMMONLY CONFUSED WORDS

Words that sound alike or look alike (moral/morale) often confuse students, especially those using spell checkers. This lengthy list of commonly confused words with simple definitions will help you decide which spelling fits your sentence.

|                     |  |
|---------------------|--|
| <b>accept</b>       | : to receive                                     |
| <b>except</b>       | : with the exclusion of                          |
| <b>advice</b>       | : recommendation (noun)                          |
| <b>advise</b>       | : to recommend (verb)                            |
| <b>adverse</b>      | : unfavorable                                    |
| <b>averse</b>       | : opposed to                                     |
| <b>affect</b>       | : to influence (verb); emotional response (noun) |
| <b>effect</b>       | : result (noun); to cause (verb)                 |
| <b>aisle</b>        | : space between rows                             |
| <b>isle</b>         | : island   |
| <b>allude</b>       | : to make indirect reference to                  |
| <b>elude</b>        | : to avoid                                       |
| <b>allusion</b>     | : indirect reference                             |
| <b>illusion</b>     | : false idea, misleading appearance              |
| <b>already</b>      | : by this time                                   |
| <b>all ready</b>    | : fully prepared                                 |
| <b>altar</b>        | : sacred platform or place                       |
| <b>alter</b>        | : to change                                      |
| <b>altogether</b>   | : thoroughly                                     |
| <b>all together</b> | : everyone/everything in one place               |
| <b>a lot</b>        | : a quantity; many of something                  |
| <b>allot</b>        | : to divide or portion out                       |
| <b>angel</b>        | : supernatural being, good person                |
| <b>angle</b>        | : shape made by joining two straight lines       |
| <b>are</b>          | : plural form of "to be"                         |
| <b>our</b>          | : plural form of "my"                            |
| <b>accent</b>       | : pronunciation common to a region               |
| <b>ascent</b>       | : the act of rising or climbing                  |
| <b>assent</b>       | : consent, agreement                             |

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| <b>assistance</b> | : help                                 |
| <b>assistants</b> | : helpers                              |
| <b>bare</b>       | : nude, unadorned                      |
| <b>bear</b>       | : to carry; an animal                  |
| <b>beside</b>     | : close to; next to                    |
| <b>besides</b>    | : except for; in addition              |
| <b>boar</b>       | : a wild male pig                      |
| <b>bore</b>       | : to drill a hole through              |
| <b>board</b>      | : piece of wood                        |
| <b>bored</b>      | : uninterested                         |
| <b>born</b>       | : brought into life                    |
| <b>borne</b>      | : past participle of "to bear" (carry) |
| <b>breath</b>     | : air taken in (noun)                  |
| <b>breathe</b>    | : to take in air (verb)                |
| <b>brake</b>      | : device for stopping                  |
| <b>break</b>      | : destroy; make into pieces            |
| <b>buy</b>        | : to purchase                          |
| <b>by</b>         | : next to; through the agency of       |
| <b>canvas</b>     | : heavy cloth                          |
| <b>canvass</b>    | : to take a survey; a survey           |
| <b>capital</b>    | : major city                           |
| <b>capitol</b>    | : government building                  |
| <b>choose</b>     | : to pick                              |
| <b>chose</b>      | : past tense of "to choose"            |
| <b>clothes</b>    | : garments                             |
| <b>close</b>      | : to shut; near                        |
| <b>cloths</b>     | : pieces of fabric                     |
| <b>coarse</b>     | : rough                                |
| <b>course</b>     | : path; series of lectures             |
| <b>complement</b> | : something that completes             |
| <b>compliment</b> | : praise, flattery                     |
| <b>conscience</b> | : sense of morality                    |
| <b>conscious</b>  | : awake, aware                         |
| <b>corps</b>      | : regulated group                      |
| <b>corpse</b>     | : dead body                            |
| <b>council</b>    | : governing body                       |

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| <b>counsel</b>   | : advice; to give advice                               |
| <b>dairy</b>     | : place where milk products are processed              |
| <b>diary</b>     | : personal journal                                     |
| <b>descent</b>   | : downward movement                                    |
| <b>dissent</b>   | : disagreement   |
| <b>dessert</b>   | : final, sweet course in a meal                        |
| <b>desert</b>    | : to abandon; dry, sandy area                          |
| <b>device</b>    | : a plan; a tool or utensil                            |
| <b>devise</b>    | : to create  |
| <b>discreet</b>  | : modest, prudent behavior                             |
| <b>discrete</b>  | : a separate thing, distinct                           |
| <b>do</b>        | : a verb indicating performance or execution of a task |
| <b>dew</b>       | : water droplets condensed from air                    |
| <b>due</b>       | : as a result of                                       |
| <b>dominant</b>  | : commanding, controlling                              |
| <b>dominate</b>  | : to control   |
| <b>die</b>       | : to lose life; one of a pair of dice                  |
| <b>dye</b>       | : to change or add color                               |
| <b>dyeing</b>    | : changing or adding color                             |
| <b>dying</b>     | : losing life  |
| <b>elicit</b>    | : to draw out  |
| <b>illicit</b>   | : illegal, forbidden                                   |
| <b>eminent</b>   | : prominent  |
| <b>imminent</b>  | : about to happen                                      |
| <b>envelop</b>   | : to surround (verb)                                   |
| <b>envelope</b>  | : container for a letter (noun)                        |
| <b>everyday</b>  | : routine, commonplace, ordinary (adj.)                |
| <b>every day</b> | : each day, succession (adj. + noun)                   |
| <b>fair</b>      | : just, honest; a carnival; light skinned;             |
| <b>fare</b>      | : money for transportation; food                       |
| <b>farther</b>   | : at a greater (measurable) distance                   |
| <b>further</b>   | : in greater (non-measurable) depth                    |
| <b>formally</b>  | : conventionally, with ceremony                        |
| <b>formerly</b>  | : previously   |
| <b>forth</b>     | : forward  |
| <b>fourth</b>    | : number four in a list                                |

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| <b>gorilla</b>    | : animal in ape family                     |
| <b>guerrilla</b>  | : soldier specializing in surprise attacks |
| <b>hear</b>       | : to sense sound by ear                    |
| <b>here</b>       | : in this place                            |
| <b>heard</b>      | : past tense of "to hear"                  |
| <b>herd</b>       | : group of animals                         |
| <b>hoard</b>      | : a hidden fund or supply, a cache         |
| <b>horde</b>      | : a large group or crowd, swarm            |
| <b>hole</b>       | : opening                                  |
| <b>whole</b>      | : complete; an entire thing                |
| <b>human</b>      | : relating to the species homo sapiens     |
| <b>humane</b>     | : compassionate                            |
| <b>its</b>        | : possessive form of "it"                  |
| <b>it's</b>       | : contraction for "it is"                  |
| <b>knew</b>       | : past tense of "know"                     |
| <b>new</b>        | : fresh, not yet old                       |
| <b>know</b>       | : to comprehend                            |
| <b>no</b>         | : negative                                 |
| <b>later</b>      | : after a time                             |
| <b>latter</b>     | : second one of two things                 |
| <b>lead</b>       | : heavy metal substance; to guide          |
| <b>led</b>        | : past tense of "to lead"                  |
| <b>lessen</b>     | : to decrease                              |
| <b>lesson</b>     | : something learned and/or taught          |
| <b>lightning</b>  | : storm-related electricity                |
| <b>lightening</b> | : making lighter                           |
| <b>loose</b>      | : unbound, not tightly fastened            |
| <b>lose</b>       | : to misplace                              |
| <b>maybe</b>      | : perhaps (adv.)                           |
| <b>may be</b>     | : might be (verb)                          |
| <b>meat</b>       | : animal flesh                             |
| <b>meet</b>       | : to encounter                             |
| <b>mete</b>       | : to measure; to distribute                |
| <b>medal</b>      | : a flat disk stamped with a design        |
| <b>meddle</b>     | : to interfere, intrude                    |
| <b>metal</b>      | : a hard organic substance                 |

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|------------------|---|
| <b>mettle</b>    | : courage, spirit, energy                                       |
| <b>miner</b>     | : a worker in a mine  |
| <b>minor</b>     | : underage person (noun); less important (adj.)                 |
| <b>moral</b>     | : distinguishing right from wrong; lesson of a fable or story   |
| <b>morale</b>    | : attitude or outlook usually of a group                        |
| <b>passed</b>    | : past tense of "to pass"                                       |
| <b>past</b>      | : at a previous time  |
| <b>patience</b>  | : putting up with annoyances                                    |
| <b>patients</b>  | : people under medical care                                     |
| <b>peace</b>     | : absence of war  |
| <b>piece</b>     | : part of a whole; musical arrangement                          |
| <b>peak</b>      | : point, pinnacle, maximum                                      |
| <b>peek</b>      | : to peer through or look furtively                             |
| <b>pique</b>     | : fit of resentment, feeling of wounded vanity                  |
| <b>pedal</b>     | : the foot lever of a bicycle or car                            |
| <b>petal</b>     | : a flower segment  |
| <b>peddle</b>    | : to sell   |
| <b>personal</b>  | : intimate; owned by a person                                   |
| <b>personnel</b> | : employees   |
| <b>plain</b>     | : simple, unadorned   |
| <b>plane</b>     | : to shave wood; aircraft (noun)                                |
| <b>precede</b>   | : to come before  |
| <b>proceed</b>   | : to continue   |
| <b>presence</b>  | : attendance; being at hand                                     |
| <b>presents</b>  | : gifts   |
| <b>principal</b> | : foremost (adj.); administrator of a school (noun)             |
| <b>principle</b> | : moral conviction, basic truth                                 |
| <b>quiet</b>     | : silent, calm  |
| <b>quite</b>     | : very  |
| <b>rain</b>      | : water drops falling; to fall like rain                        |
| <b>reign</b>     | : to rule   |
| <b>rein</b>      | : strap to control an animal (noun); to guide or control (verb) |
| <b>raise</b>     | : to lift up  |
| <b>raze</b>      | : to tear down  |
| <b>rational</b>  | : having reason or understanding                                |
| <b>rationale</b> | : principles of opinion, beliefs                                |

|                     |   |
|---------------------|---|
| <b>respectfully</b> | : with respect                                  |
| <b>respectively</b> | : in that order                                 |
| <b>reverend</b>     | : title given to clergy; deserving respect      |
| <b>reverent</b>     | : worshipful                                    |
| <b>right</b>        | : correct; opposite of left                     |
| <b>rite</b>         | : ritual or ceremony                            |
| <b>write</b>        | : to put words on paper                         |
| <b>road</b>         | : path  |
| <b>rode</b>         | : past tense of "to ride"                       |
| <b>scene</b>        | : place of an action; segment of a play         |
| <b>seen</b>         | : viewed; past participle of "to see"           |
| <b>sense</b>        | : perception, understanding                     |
| <b>since</b>        | : measurement of past time; because             |
| <b>sight</b>        | : scene, view, picture                          |
| <b>site</b>         | : place, location                               |
| <b>cite</b>         | : to document or quote (verb)                   |
| <b>stationary</b>   | : standing still                                |
| <b>stationery</b>   | : writing paper                                 |
| <b>straight</b>     | : unbending                                     |
| <b>strait</b>       | : narrow or confining; a waterway               |
| <b>taught</b>       | : past tense of "to teach"                      |
| <b>taut</b>         | : tight   |
| <b>than</b>         | : used to introduce second element; compared to |
| <b>then</b>         | : at that time; next                            |
| <b>their</b>        | : possessive form of "they"                     |
| <b>there</b>        | : in that place                                 |
| <b>they're</b>      | : contraction for "they are"                    |
| <b>through</b>      | : finished; into and out of                     |
| <b>threw</b>        | : past tense of "to throw"                      |
| <b>thorough</b>     | : complete                                      |
| <b>to</b>           | : toward  |
| <b>too</b>          | : also; very (used to show emphasis)            |
| <b>two</b>          | : number following one                          |
| <b>track</b>        | : course, road                                  |
| <b>tract</b>        | : pamphlet; plot of ground                      |
| <b>waist</b>        | : midsection of the body                        |

|         |                                   |
|---------|-----------------------------------|
| waste   | : discarded material; to squander |
| waive   | : forgo, renounce                 |
| wave    | : flutter, move back and forth    |
| weak    | : not strong                      |
| week    | : seven days                      |
| weather | : climatic condition              |
| whether | : if                              |
| wether  | : a neutered male sheep           |
| where   | : in which place                  |
| were    | : past tense of "to be"           |
| which   | : one of a group                  |
| witch   | : female sorcerer                 |
| whose   | : possessive for "of who"         |
| who's   | : contraction for "who is"        |
| your    | : possessive for "of you"         |
| you're  | : contraction for "you are"       |
| yore    | : time long past                  |

## Job Placement by iB languages

### You can be

- Telecaller / Call Center Executive
- BPO Executive & Manager
- Flight Attendant
- Sales Executive & Manager
- Customer Care Executive
- Retail Executive & Manager
- Receptionist
- International Call Center Executive
- Public Speaker
- Inbound & Outbound Tech Support
- Teacher & Translator
- Call Centre Trainer

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|--|--|---|--|---|
| <br>Wipro | <br>Amazon          | <br>Concentrix | <br>I-Energiser | <br>LBF Travel |
| <br>IBM   | <br>Mercury Travels | <br>HCL        | <br>Google      | <br>V-Care     |