



**PAC  
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**10 COMMON  
ERRORS**

# 10 COMMON ERRORS

Even the best writers are susceptible to tricky words, and no matter how mindful you are of these confusing rogues, they can be illusive and find a way to slip through the editing phase. In addition to tricky words, consistency in language and style must be considered.

## ANYMORE OR ANY MORE

01

Easily confused, but anymore and any more have completely different meanings. Anymore can be translated to any longer. For example, *I don't work here anymore / any longer*. Any more means extra or additional. *Do you have any more ideas?*

## FURTHER OR FARTHER

02

Another word that is commonly used wrongly is the use of further and farther. Further means more or additional. *Do you have any further information?* Whereas farther is used to refer to distance. *How much farther is it?* The clue is in the word far. However, further and farther can be interchangeable and both are generally accepted, but if you're anal, like Pagetrim, about accuracy, it should be used correctly.

## ACCEPT OR EXCEPT

03

Accept and except can easily be miswritten simply because they sound so similar and when writing your brain sounds out words as you batter away at your keyboard. They are easily overlooked too when writers go through the revision process. Simply put, accept is the verb. *He accepted the job*. Except can be a preposition or a conjunction. *He tried everything except the noodles*.

## AFFECT OR EFFECT

04

Another pair of words that are often used wrongly, again because they sound so similar, are affect and effect. Again, the difference is simple. Affect is the verb. *It affected me*. Effect is the noun. *She felt the effects*.

## EACH OTHER OR ONE ANOTHER

05

When referring to only two people, you should use each other. *They like each other*. It's a reciprocal pronoun. You cannot use *they like one another*. One another is used when there are more than two people, such as a large group. *Everyone likes one another*.



## ALTOGETHER OR ALL TOGETHER

06

These two similar words are quite confusing, and writers tend to use altogether in all instances. Altogether is an adverb and means all in all. *Altogether, I'm happy with the outcome.* However, all together means everyone or everything together. *I'm glad we are all together as a family. Place the food all together on the table.*

## STATIONERY OR STATIONARY

07

A single letter in these similar words makes a big difference, especially to the trained eye. Stationery means items like paper, pencils, pens and staplers. Stationary means not moving or in a still position.

## HANGED OR HUNG

08

While both these terms are participle verbs, they do have different meanings. Hanged refers to capital punishment, murder or suicide. *She was hanged. He hanged himself.* Hung means to hang something – unrelated to death. *They hung a plant from the ceiling.*

## COLON OR SEMI-COLON

09

Colon and semi-colon can be real minefields and it takes some skill to know when to use them at the right time. A colon (:) is used at the end of a sentence to connect a noun or list of nouns. It can also be used to introduce a quote at the end of a sentence. A semi-colon, however, is used to join two full sentences that are closely related, or when a second sentence begins with a transitional phrase or adverb like however, in fact, therefore, conversely.

## US OR UK SPELLING

10

Is your book written in US English or British English? Or even Australian or South African? Either way, you need to adopt the correct spelling and word choice for consistency. There are many variations between the two (and further variations in other English-speaking countries) so you must stick to one throughout the book.

The above errors commonly appear in writing. While they may seem fairly minor, some reviewers will pick up on these and it could cost you, no matter how amazing your writing and story are. Taking that extra care to eliminate these errors could prove the difference in book sales.