

# Prepositions

in a swimming pool

on a basketball court

at my friend's house

this /ðɪs/

one item

these /ði:z/

2 or more

# Use of apostrophe

1. when leaving out letters

you are → you're

2. possessive (genitive)

Peter's class on Saturday is SC1

nota bene

NB: It is NOT used for plurals.

compact discs

CDs no letters are left out

i.e. = id est = that is

e.g. = exempla gratia ≡ for example

Use of inverted commas (speech marks).

1. for direct speech: (and quotes)

"Hello," she said.

2. to indicate that the writer does not believe the words.

They met in the abandoned  
warehouse to "discuss business".

The "ship" turned out to be a  
tiny boat that only held three.

[the so-called ship]