



## One Word or Two?

**a lot**—slang adjective or adverb meaning “many” (Do not use “a lot” in academic papers. Replace it with “many” or “a large amount.”)

**alot**—common misspelling of “a lot”

**all ready**—used as an adjective to express complete readiness

**already**—used as an adverb expressing time

Ex: I was *all* ready to go, but everyone had *already* left.

**alright**—a common misspelling for all right

**all right**—used as an adverb

Ex: Will you be *all right* on your own?

**all together**—used as an adverb meaning “in a group”

**altogether**—used as an adverb meaning “wholly, thoroughly”

Ex: The students were *all together* in the cafeteria.

His comment was *altogether* rude.

**awhile**—used as an adverb meaning “for a short while” (do not use “for” before “awhile”)

**a while**—an article and a noun meaning “a period of time”

Ex: Stay *awhile*.

I will wait for *a while* in the kitchen.

**anyone**—a pronoun meaning “any person at all”

**any one**—refers to a specific person or thing in a group

Ex: *Anyone* can succeed at something.

*Any one* of those papers is a good example.

**everyday**—an adjective meaning “common”

**every day**—an adverb meaning “each day”

Ex: He wore his *everyday* coat to work.

I walk my dog *every day*.

**everyone**—a pronoun meaning “everybody”

**every one**—means “each”

Ex: *Everyone* is invited to the party.

My mother expected me to do *every one* of the chores on the list.

**anyway**—an adverb meaning “in any case,” “at any rate,” or “nevertheless”

**any way**—an adverb meaning “any course, direction, or manner”

Ex: He objected, but she went *anyway*.

*Any way* we chose offered danger.

**can not**—a common misspelling for “cannot”

**cannot**—a verb form

**inspite**—misspelling of “in spite”

**in spite**—preposition meaning “in defiance of”

Ex: *In spite* of the devastation of the plague, the people survived.

**maybe**—an adverb meaning “perhaps”

**may be**—a verb form

Ex: *Maybe* we should wait until the rain stops.

This *may be* your last chance.

**oneself**—pronoun meaning “one’s self” (“one’s self” is also an appropriate spelling)

**one self**—misspelling of “oneself”

**throughout**—adverb or preposition meaning “during the whole time” or “in every part”

**through out**—misspelling of “throughout”

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