



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.

all right—used as an adverb

alright—a common misspelling for all right

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.

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

anyone—a pronoun meaning “any person at all”

Ex: *Anyone* can succeed at something.

Any one of those papers is a good example.

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

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

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

Any way we chose offered danger.

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

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

Ex: Stay *awhile*.

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

can not—a common misspelling for “cannot”

cannot—a verb form

every day—an adverb meaning “each day”

everyday—an adjective meaning “common”

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

I walk my dog *every day*.

every one—means “each”

everyone—a pronoun meaning “everybody”

Ex: *Everyone* is invited to the party.

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



in spite—preposition meaning “in defiance of”

inspite—misspelling of “in spite”

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

may be—a verb form

maybe—an adverb meaning “perhaps”

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

This *may be* your last chance.

one self—misspelling of “oneself”

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

through out—misspelling of “throughout”

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