



1. ☠ Do NOT use contractions.
2. ☠ Do NOT use the word there.
3. ☠ Do NOT use it.
4. ☠ Do NOT use first person.
5. ☠ Do NOT use second person.
6. ☠ Do NOT use good, bad, nice, really, very, thing, any word with thing, or a lot.
7. ☠ Do NOT underline to emphasize.
8. 😊 Use the word less when dealing with an amount, use fewer when things are countable.
9. 😊 Lie- I told Gus to lie down.
Lay- Yesterday, Gus lay down.
Lain- Gus has lain down.
Lying- Gus is lying on the couch.
10. 😊 Lay- Lay the book on the desk.
Laid- Yesterday, he lay the book on the desk.
Laid- He has laid the book on the desk.
Laying- He is laying the book on the desk.

11. ☺ Bring- when something is being transported toward the speaker.
Take- when something is moved away from the speaker.
12. ☺ Use who when you can replace it with he.
Use whom when you can replace it with him.
13. ☠ Do NOT use slang.
14. ☠ Do NOT use abbreviations.
15. ☺ Like- similar to, enjoy
Such as- when giving examples
16. ☠ Do NOT use absolutes. (Always, never, forever)
17. ☺ Absolutes you may use: perfect, unique, pregnant. (Either you are or you are not.)
18. ☺ Could have, should have.
19. ☺ Receive, receiver, received, separate.
20. ☺ Occur, occurred, occurring, occurrence, maintenance.
21. ☺ To, too, two.
I went to the morgue.
He saw a dead body and a live one, too.
There were too many bodies.
22. ☠ Do NOT use upon.
23. ☠ Do NOT use the words people or person.

24. 😊 When writing numbers, if the number is 20 or higher, use numerals. If it is 19 or less, write the words. Addresses, temperature and percents are exceptions.
25. 😊 Different is comparative- She is different (WRONG). She is different from others (OK).
26. 😊 Between- for 2 objects/people.
Among- for 3 or more objects/people.
27. ☠ Do NOT use exclamation points.
28. 😊 Difficult- an activity or experience.
Hard- texture/density of an object.
29. ☠ Do NOT use "due to". (Use instead: the result of, because...)
30. ☠ Do NOT number to organize.
31. ☠ Never, never, never refer to your own writing.
32. ☠ Do NOT use, big, little, interesting.
33. ☠ Do NOT ever, ever use "one" (as in avoiding second person.) One should do this...
34. ☠ Do NOT write "off of" that is redundant and stupid.
35. 😊 Think- done with a brain.
Feel- emotions or sense of touch.
36. 😊 Effect- result (or to effect a change)

Affect- change (use with an adverb)

37. 😊 Try to is correct, try and is wrong.
38. ☠ Do NOT use paranthesis.
39. ☠ Do NOT use "fun".
40. 😊 Eating broccoli is healthful- it is not healthy.
41. ☠ Do NOT use hopefully.
42. ☠ Do NOT use situation, issue or share.
43. ☠ Do NOT use type or type of for people.
44. ☠ Do NOT use centered around, use centered on. It can not be in the center and around.
45. ☠ Do NOT use colons.
46. ☠ Do NOT ever, ever ask questions.
47. 😊 While means at the same time as, do not use it unless that is really what is being said.
48. ☠ Do NOT write "the reason is because" that is redundant.
49. ☠ Do NOT use "in conclusion"
50. 😊 Accept- I accept your apology.
Except- Everyone was ready except for her.
51. ☠ Do NOT use the word many.