

SHAPE UP YOUR SPELLING

Help sheet three: To/ Too/ Two and Of/ Off

RULES FOR TO/ TOO/ TWO

1a. TO can go in front of the stem (main part) of a verb to make it an infinitive. For example:

- I would like you **to be** quiet.
- They are too young **to have** such freedom.
- It would be fun **to go** to see the fire eater.

1b. TO is also used to show direction towards something, somewhere or someone. For example:

- We went on holiday **to** Transylvania.
- Give the flask of bat's blood **to** me.
- Let's go down **to** the dungeons.

2. TOO has two meanings. It can mean "also" or "as well". For example:

- If you're going to the dungeons, I'm coming **too**.

Or it can mean so much of something that it is unpleasant. For example:

- Ugh, it is **too** cold in these dungeons.

3. TWO is used for the number 2. For example:

- "**Two** hamburgers with fries and make it snappy."
- **Two** is company and three is a crowd.

A. Copy out these sentences, putting in the missing TO, TOO or TWO:

1. Is it _____ late to board Concorde to America?
2. She has five toads, _____ newts and a piranha.
3. When are you going ____ tell her that her hamster died and you had to replace it with another one?

Please turn over

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4. “Are you going ___ Strawberry Fair?” is an old English folk song made famous by Simon and Garfunkle.
5. I think I have eaten _____ much Christmas pudding.
6. Pirate flags are decorated with a gruesome skull and _____ cross bones.
7. It is harder for Natasha Beddingfield _____ sing in tune than you might imagine.
8. On the way ___ Newcastle, the train always stops at the Metro Centre.

RULES FOR OF/ OFF

1. OF means “belonging to” or “made from”. For example:

- The wheels **of** the bus go round and round.
- The statue stood with great legs **of** bronze.

2. OFF means moving away, or separating, from someone or something. For example:

- We got **off** the tube at Kings Cross.
- Get **off** me, you bully!

B. Copy out these sentences, putting in OF or OFF:

1. With a swirl they reined in and got ___ their horses.
2. He carefully let go ___ the mongoose in case it bite.
3. She picked up her sequinned ballgown _____ the floor.
4. It was the first day ___ term and people were gloomy.
5. The feet ___ some sloths only have three toes.
6. I got £5 ___ Great Aunt Ethelberta for Easter.
7. The last months ___ World War Two dragged on.
8. The stilt walker got down ___ her stilts to thunderous applause from the audience.