

# The Dreaded Apostrophe...



## When to use an apostrophe



When a letter has been left out to shorten a word.

Can't instead of Cannot or Don't instead of Do not  
It's cold instead of It is cold

With an **S** to show that something **belongs** to someone/something.



Dave's coat instead of The coat that belongs to Dave  
The dog's bowl instead of The bowl that belongs to the dog

## When to not to use an apostrophe



For making plurals.

One dog or lots of dogs.

This applies even if the plural is of an abbreviation, such as PC.

All of the PCs were broken. I lent all my DVDs to my friend

## Exceptions and extras



Things that belong to "it" do not take an apostrophe.

(As with "hers" "his" and "ours")

The dog chased its tail

Words which already end in **S** put the apostrophe at the very end.



The business' logo instead of The logo belonging to the business.

All of the dogs' collars were red (There were many dogs all of which had red collars)