

Vocabulary Building Techniques

Root Words, Prefixes, and Suffixes

Root Word: port	Meaning: To carry Examples: transport, import, export
Prefix: pre-	Meaning: Before Examples: preview, predetermine, prefix
Suffix: -able	Meaning: Capable of Examples: readable, adaptable, believable
Importance	Understanding these building blocks helps to decode unfamiliar words and expand vocabulary.
How to Use	Break down complex words into their components to infer their meaning.

Contextual Learning

Learn new words in context by reading widely and paying attention to how words are used in sentences.
Example: ‘Ubiquitous’ - ‘Smartphones are ubiquitous in modern society.’ This shows ‘ubiquitous’ means widespread or common.
Benefits: Improved retention and understanding of word usage.

Mnemonic Devices

Definition	Memory aids that help you remember new words by associating them with something familiar.
Example	‘Loquacious’ (talkative) - Picture a lock that ‘talks’ when you open it.
How to Create	Make up a story, rhyme, or image that connects the new word to something memorable.

Writing Tools & Software

Grammar Checkers

Examples	Grammarly, ProWritingAid, Ginger
Functionality	Identify and correct grammar, spelling, punctuation, and style errors.
Benefits	Improve writing accuracy and clarity; helpful for non-native speakers.

Thesaurus & Dictionary Tools

Examples	Merriam-Webster, Thesaurus.com, Oxford Dictionaries
Functionality	Find synonyms and definitions to enhance vocabulary and precision in writing.
Benefits	Avoid repetition and find the most appropriate word for the context.

Citation Management Tools

Examples	Zotero, Mendeley, EndNote
Functionality	Organize and cite sources in various citation styles (MLA, APA, Chicago).
Benefits	Ensure accurate citations and avoid plagiarism in academic writing.

Vocabulary Enhancement Resources

Online Courses

Platforms	Coursera, edX, Udemy
Focus	Structured vocabulary lessons, quizzes, and exercises.
Benefits	Systematic learning and measurable progress in vocabulary development.
Example	English Vocabulary Launch: Top 1500 Words by Udemy

Vocabulary Apps

Examples	Memrise, Vocabulary.com, Quizlet
Functionality	Interactive vocabulary learning through flashcards, games, and quizzes.
Benefits	Engaging and convenient way to learn new words on the go.
Tips	Set daily goals to learn a specific number of words consistently.

Reading Materials

Recommendations	Books, newspapers, magazines, academic journals
Approach	Read widely to encounter new words in various contexts.
Benefits	Expand vocabulary through exposure and contextual understanding.
Note	Keep a vocabulary journal to record and review new words.

Advanced Writing Techniques

Conciseness

Eliminate unnecessary words and phrases to make your writing more impactful.
Example: Instead of ‘due to the fact that,’ use ‘because.’
Tip: Read your writing aloud to identify and remove redundant words.

Clarity

Ensure your writing is easily understood by using precise language and avoiding ambiguity.
Example: Use specific nouns and verbs instead of vague terms.
Tip: Define any technical terms or jargon that your audience may not be familiar with.

Active Voice

Use active voice to make your writing more direct and engaging.
Example: Instead of ‘The report was written by John,’ use ‘John wrote the report.’
Benefits: Active voice is more concise and easier to understand.