6 Punctuation: using apostrophes

1 Tick the correct sentence in each pair.

1 a Many people eat junk food because its easier than preparing fresh dishes.
  b Many people eat junk food because it's easier than preparing fresh dishes.
2 a Please don't take a taxi – I'll come and pick you up.
  b Please dont take a taxi – I'll come and pick you up.

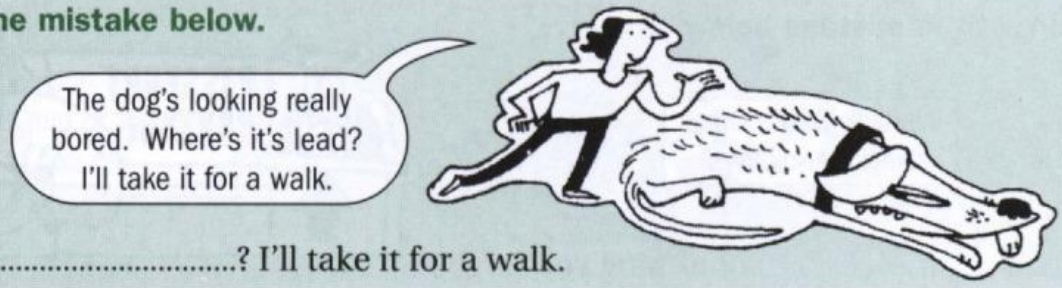
We use an apostrophe in contractions – where a letter or letters have been missed out. Contractions are mostly used in informal writing or to represent spoken language.

Pronoun or noun + *be, have, will* or *would*:
That's (= that is) *a very good point.*
Anna's (= Anna has) *got two sisters, hasn't she?*
We'll (= we will) *send the goods by first class post.*
I'd (= I had) *already gone through passport control, so I couldn't go back.*
I'd (= I would) *like to change the booking.*
It's (= it is) *quite difficult to find.*
☆ *The system has* ***its*** *advantages.* (its = belonging to it)
Who's (= who has) *been invited to the party?*
☆ ***Whose*** *bag is this?* (whose = belonging to who)

Auxiliary or modal verb + *not*:
The results ***haven't*** *(= have not) been announced yet.*
I ***don't*** *know the answer.* or *I* ***do not*** *know the answer.* (not ~~*I donot know the answer.)*~~
They ***can't*** *be copied.* or *They* ***cannot*** *be copied.* (not ~~*They can not be copied.)*~~

Also: ***Let's*** (= let us) *take another example.*

2 Correct the mistake below.



The .....? I'll take it for a walk.

3 Add apostrophes where necessary in the sentences below.

1 Its only a matter of time before someones badly injured.
2 You cant always blame parents when their children behave badly.
3 The hotel has its own gym thats free for guests to use at any time.
4 The governments planning to introduce a complete smoking ban.
5 The majority of teenagers dont see healthy eating as a high priority.
6 Lets meet outside the station in the city centre.
7 There isnt much demand for ice cream in the winter.
8 Do you know whos got the key for the store room?

LIVEWORKSHEETS