

<b>Good spelling</b>	<b>Wrong spelling</b>
'twentieth century'	'20th century'
1980s	1980's, '80s, or eighties
2000	'00
'from 1982 to 1996', 'between 1998 and 2001'	'from 1982-1996', 'between 1998-2001'
January, February, March	january, february, march

Good spelling	Wrong spelling
One, two, three, ... eighteen, nineteen.	1, 2, 3, ... 18, 19.
Ten, twenty, thirty, ... eighty, ninety.	10, 20, 30, ... 80, 90.
One hundred, two hundred, ... nine hundred.	100, 200, ... 900.
One thousand, two thousand, ... nine thousand.	1.000, 2.000, ... 9.000.
One million, two billion, nine trillion, ...	1.000.000, 2.000.000.000, 9.000.000.000.000, ...

Subject	Good spelling	Wrong spelling
Sequence of numbers	3 percent, 5 percent, and 8 percent	three percent, five percent, and eight percent
Dates	6 July 2007	six July 2007
Units	50 Hz, 1 Gigabyte	fifty Hz, one gigabyte

Subject	Other languages	English
Numbers	1.856.236,89	1,856,236.89
Dates	9 May 2002: 9/5/02	May 9 2002: 5/9/02

**Good spelling**

Spelling error

**Wrong spelling**

Spellingerror, Spelling-error

**Preferred spelling**

government, church, state, party, volume

**spelling**

Government, Church, State, Party, Volume

# E10 Authentic foreign keywords

<b>Subject</b>	<b>Good spelling</b>	<b>Wrong spelling</b>
Authentic foreign keywords	<i>keiretsu</i> , <u>keiretsu</u>	'keiretsu'

# E10 Anglicised names

<b>Subject</b>	<b>Consistent</b>	<b>Inconsistent</b>
Anglicised names	Munich, Brussels	München, Bruxelles or Brussel