

Quick Reference Guide for Apostrophes

	Rule	Example	Explanation
1	Do not use an apostrophe if you simply want to make a plural (= two or more of something).	I bought three folders and two boxes .	Add <i>s</i> or <i>es</i> to make most plurals.
2	For a singular (= just one of something) noun (= naming word), add ' s to show possession (= ownership).	Those are the boy' s shoes.	The shoes belong to the boy.
3	For a regular plural noun, add an apostrophe after the final <i>s</i> to show possession.	Those are the boys' s shoes.	The shoes belong to the boys.
4	For an irregular plural noun, add ' s to the end of the plural word as you would in (2).	Those are the children's shoes.	The shoes belong to the children.
5	It's is <u>always</u> short for it is OR it has .	It's a lovely day. It's rained.	= It is a lovely day. = It has rained.
6	No apostrophe is used for its to show possession.	The house lost its roof in the storm.	Compare with: The student lost his hat in the storm.