

# How to use Apostrophes

## Apostrophes to show possession

The position of the apostrophe shows how many owners there are.

<i>Manager's house</i>	One manager, one house
<i>Manager's houses</i>	One manager, many houses
<i>Managers' house</i>	Many Managers, one house
<i>Managers' houses</i>	Many Managers, many houses

## Apostrophes to show missing letters

*Do not* is shortened to *don't*.

*It is* is shortened to *it's*.

Don't confuse this with:

his, hers, ours, theirs, *its*.

*It's easy to get its spelling wrong.*

## Apostrophes, acronyms and dates

*An MP has an MP's office and meets with many other MPs to discuss MPs' working hours.*

*Investments were successful during the 1990s.*