

## Common Errors and Proofreader Marks

### I. Common Proofreader's marks

|                          |   |
|--------------------------|---|
| capitalize (Cap) or ≡    | <u>homer's Iliad</u>                                    |
| close up space ○         | lack there of   |
| delete ✂                 | taking the bus  |
| indent □                 | □ The beginning of Plato's <i>Gorgias</i> raises the... |
| insert ^                 | the lack of energy                                      |
| insert apostrophe '✓     | Aristophanes' <i>Birds</i>                              |
| insert colon :^          | ingredients: milk, eggs, butter                         |
| insert comma ,^          | it was not, however, the case that                      |
| insert period .○ or ^    | at the same time. Later that day,                       |
| insert quotation mark "✓ | "the end of the world," as he put it.                   |
| insert semi-colon ;^     | that he was not to blame; however, later his son        |
| insert space #           | nothing is that we love cheese                          |
| invert ~                 | Socrates said that he (gladly) would come,              |
| leave as is (stet) ....  | the Greeks... cheese                                    |
| lower case lc            | the Greeks were not afraid of <u>l</u> c War.           |
| new paragraph ¶          |   |

### II. Common Errors & Their Corrections with Proofreader's marks

|                              |   |
|------------------------------|---|
| awkward wording <i>awk</i>   | the [god-centered <sup><i>awk.</i></sup> devotional intention structures] |
| colloquialism <i>col</i>     | the <i>Iliad</i> is <u>totally awesome</u> <sup><i>col.</i></sup>         |
| comma splice <i>cs</i>       | Tom read the novel, David saw the movie. <sub><i>cs</i></sub>             |
| concord of tenses +          | the Greeks loved cheese and they always <u>buy</u> it <sup>+</sup>        |
| dangling modifier <i>dgl</i> | ( <sup><i>dgl</i></sup> without any sleep,) my papers get worse.          |

## Common Errors and Proofreader Marks

|                            |            |   |
|----------------------------|------------|---|
| faulty logic or argument   | log        | Either Achilles or Agamemnon is right; since Athena stops Achilles, Agamemnon must <u>therefore</u> be right.   |
| italicize                  | ital       | Homer's <u>Iliad</u> is about Achilles' anger   |
| meaning unclear            | ?          | Achilles' <u>retrograded</u> charioteering  |
| misleading syntax          | syn        | [We should <sup>syn</sup> come early] is good.  |
| missing object             | ob?        | When he saw Maximus, he killed. <sup>ob?</sup>  |
| misspelled word            | sp         | Vice is <u>profitible</u> for bad people.   |
| misplaced apostrophe       |            | the polis has it's problems, and Aristophanes' <u>Birds</u> ...   |
| misplaced modifier         |            | Achilles kills <u>nearly</u> Agamemnon in the <i>Iliad</i>  |
| no reference cited         | ref or cit | "Kill them all," is his response. <sup>ref</sup> So this...   |
| non sequitur               | ns         | Tom has no money; <sup>← ns</sup> therefore, he should get a dog.   |
| poor word choice           | wc         | Oedipus' <sup>wc</sup> suffrage teaches us about hubris.  |
| redundant                  | red        | the taking <u>and seizure</u> of the treasure   |
| run-on sentence            | R-O        | Each of these seeming departures from the subject of rhetoric directly addressed in the first argument is actually a process by which Socrates creates more demanding counterpoints and in terms of points of reference that grow progressively more remote from his own and therefore constitutes a major element in his attack. |
| sentence fragment          | frag       | Nobody volunteered. <u>Not even their relatives.</u> <sup>frag</sup>  |
| subject-verb agreement     | agr or s/v | <u>We</u> is all capable of terrible things. <sup>s/v</sup>   |
| tautology                  | taut       | <u>Power is</u> powerful, and so difficult to resist. <sup>taut</sup>   |
| transition needed          | trans      | ...Socrates' earlier speech. <sup>trans</sup> Roman law recognizes  |
| ungrammatical construction | gr         | matters concerning morals <u>by one</u> should live <sup>gr</sup>   |
| wrong verb form            | vf         | he should have ran away   |

## Common Errors and Proofreader Marks

### III. Miscellaneous

generalizing plural:                      a person must not forget their values

homophonous misspellings:

*could of* for *could have*

*it's* for *its* (and vice versa)

*lead* for *led* (past tense of *to lead*)

*should of* for *should have*

*there* for *their* or *they're*

*then* for *than* (as in *better than*)

*to* for *too* or *two*

*your* for *you're*