

## Editing and Proofreading Marks

Use these symbols to correct each MUG Shot sentence and paragraph.

Insert here.  $\wedge$  <sup>them</sup>  
take $\wedge$ home

Insert a comma, a semicolon, or a colon.  $\wedge$   $\wedge$   $\wedge$  Troy $\wedge$ Michigan

Insert (add) a period.  $\odot$  Mrs. $\odot$

Insert a hyphen or a dash.  $\bar{\wedge}$   $\overline{\wedge}$  one $\bar{\wedge}$ third cup

Insert a question mark or an exclamation point.  $\wedge$   $\wedge$  How about you $\wedge$ <sup>?</sup>

Capitalize a letter.  $\text{/(or)} \equiv$  <sup>T</sup>~~t~~oronto (or) toronto

Make a capital letter lowercase.  $/$  <sup>h</sup>~~H~~istory

Replace or delete (take out).  $\text{— (or) —}$  <sup>cold</sup>~~hot~~ day (or) a <sup>hot</sup>~~not~~ day  
(or) a ~~hot~~ day

Insert an apostrophe or quotation marks.  $\vee$   $\vee\vee$   $\vee\vee$   $\vee$   $\vee\vee$   $\vee\vee$   
Bills Wow!

Use italics. Tracker

Insert parentheses.  $\wedge$   $\wedge$  letters $\wedge$ (from A to Z) $\wedge$

## WEEK 1: Potpourri

### ■ Sentence Fragment, Capitalization

Athens, a city in greece named after athena, the greek goddess of war and wisdom.

### ■ Using the Right Word, Run-On Sentence

In Greek myth, centaurs were half man and half horse apparently, that did not seam totally weird too people back than.

### ■ Capitalization, Apostrophe, Adjective (Articles)

In japan its considered good luck to cross the path of an black cat.

### ■ Numbers, Comma (Interjections), End Punctuation

Wow people in the world drink more than 260,000,000 glasses of soda every day

### ■ Quotation Marks, Comma (Appositives), Subject-Verb Agreement

Aesop the writer of such famous fables as The Fox and the Grapes were a Greek slave.

## WEEK 2: A Medley

### ■ Subject-Verb Agreement, Adjective (Comparative/Superlative), Verb (Irregular)

It don't seem possible that Beethoven could have wrote many of his most fine symphonies after going deaf.

### ■ Verb (Irregular), Double Subject, Plurals

Mozart he begun writing symphonys when he was five years old.

### ■ Comma (Appositives and To Separate Phrases and Clauses), Capitalization, Verb (Tense)

According to legend king arthur becomes king when he pulled the magic sword Excalibur from a stone.

### ■ Adjective (Comparative/Superlative), Capitalization, End Punctuation

Is bill gates the most rich man in america

### ■ Abbreviations, Verb (Irregular), Capitalization, Hyphen

My brother in law knowed all about WW I and WW II after taking history 101.

## WEEK 3: Bigger, Higher, Faster, and Me

### ■ Verb (Irregular), Apostrophe (Possessives), Spelling

My heart sank when I heard the judge announce my opponents name as the winner.

### ■ Using the Right Word, Comma (Addresses), Plurals, Period

The record for the quickest, natural birth of triplets is held by Mrs James Duck of Memphis Tennessee who's three babies arrived in three minutes!

### ■ Numbers, Hyphen (Single-Thought Adjectives), Comma Splice

Ray Romano is one of the highest paid television entertainers, he earns more than 40,000,000 dollars per year.

### ■ Adjective (Articles and Comparative/Superlative), Abbreviations

The most large airport in the world is the Saudi Arabian King Khalid International, which covers a area of 86 sq. mi.

### ■ Comma (Addresses), Capitalization, Apostrophe (Possessives)

aunt Juanita's address is 230 Pleasant Lane Oceanview California.

## WEEK 4: I was just wondering . . .

### ■ Abbreviations, Using the Right Word, Wordy Sentence, End Punctuation

Did the biggest baby that ever was born way in at 22 lb. and 8 oz

### ■ Comma (Interjections), Apostrophe, End Punctuation

Man Im happy its finally raining, arent you

### ■ Capitalization, Comma (Addresses)

a. r. wilson of west sussex england owned the oldest goldfish, named fred,  
which lived to be 41 years old.

### ■ Capitalization, Verb (Tense), Rambling Sentence

Amelia Earhart grew up in kansas and she was the first woman to fly  
solo across the atlantic and in the late 1930s, she disappears while flying  
around the world.

### ■ Capitalization, Abbreviations, Numbers, Subject-Verb Agreement

in the U.S., our president receive a salary of 400,000 dollars per year.

## WEEK 5: Early American History

### ■ Comma (To Separate Phrases and Clauses), Capitalization, Misplaced Modifier

columbus discovered america sailing West from spain in 1492 while trying to reach india.

### ■ Using the Right Word, Subject-Verb Agreement

Before Europeans settled in America, their was more than one million Native Americans living hear.

### ■ Abbreviations, Using the Right Word

The first Europeans to settle in Amer. were the Puritans, whom came hear for religious reasons.

### ■ Comma (To Separate Phrases and Clauses), Capitalization, Verb (Tense)

to protest unfair taxes american revolutionaries throw three shiploads of tea into boston harbor in 1773.

### ■ Verb (Irregular), Wordy Sentence, Using the Right Word

On Christmas Eve 1776, George Washington gone across the Delaware River and lead a surprise attack against the British that caught them unaware.