

Name: \_\_\_\_\_

## Proofreader's Marks Worksheet

\_\_\_\_\_ Move Right

\_\_\_\_\_ Ignore Correction/leave as is

\_\_\_\_\_ Spell Out

\_\_\_\_\_ Capitalize

\_\_\_\_\_ Transpose

### Use proofreader's marks to show the following:

1. (Transpose) I like to out snowboard west.
2. (Insert) Will you goto the prom with me?
3. (Add period) Dr Rogers was my college professor.
4. (Spell Out) Today is Tues.
5. (Capitalize) Going to a chicago bulls game is really fun!
6. (Insert) Do have a dog?
7. (Lowercase) Keyboarding is COOL!
8. (Delete) A new Chrysler Aspen costs about \$45, 500.
9. (Transpose) Are you going to watch teh Grammy's on February 27<sup>th</sup>?
- 10.(Insert and lowercase) Are you going toProm in April?
- 11.(2 Delete) Summerfest is the the biggest music festivals in the Midwest.
- 12.(Lowercase) I aM going to The Dells this weekend.
- 13.(Insert) M e-mail was set up yesterday.