

Editing Marks

- frag = **Fragment*** – a sentence that lacks a subject, a verb, or a complete thought, or a combination of those
- R.O. = **Run On*** – multiple complete sentences that are run together into one long, improperly punctuated string of words
- C.S. = **Comma Splice*** – a specific type of run on sentence in which two complete sentences are linked together with a comma but *without* the necessary linking conjunctions
- tense or vt = **Verb Tense** – improper choice of verb tense in a sentence
- WW = **Wrong Word** – incorrect word or incorrect form of a word
- awk = **Awkward** – wording is awkward or difficult to follow
- huh? or ? = **I don't understand** – an idea that is unclear or confusing
- SP = **Spelling** – incorrect spelling of a word
- She walk → or agree = **Subject-Verb Agreement** or **Noun-Pronoun Agreement** – these sets do not match in either number or person
- new para or ¶ = **Paragraph** – a new paragraph should begin here
- ↳ = **Tab** – paragraph needs to be indented one or two tab spaces, as indicated
- ↪ = **Combine** – one paragraph should be joined with the other
- ⋮ = **New Margins** – paragraph or essay formatting is incorrect and margins need to be reset
- Cap = **Capital** – the word is missing a capital letter
- 3rd = **Third Person** – refers to 3rd person point of view (he, she, it, they, etc.): this means the point of view should be *changed* to 3rd person
- (he at) = **Reverse the order** – word order needs to be switched
- in to = **Combine** – two words should be joined together to form one, correct word
- the ↑ or the ↑ = **Insert** – a word or words indicated should be inserted here
- the ↓ or the ↓ = **Separate** – words or sentences should be separated and properly spelled or punctuated
- the or the or the = **Cut** – word or words should be eliminated
- the or the = **Note** – word or words highlighted to accompany a note written adjacent to the circled or underlined material

* there are full tutorials and exercises for each of these under the Resources tab on your course website