Common Proofreading Marks:

I will use proofreading marks like these to mark your paper.

- **Y**: Good point; well-phrased, etc.
- **?**: I don't understand. Is this what you meant?
- **!**: Wow! Is this correct?
- **garbled**: Meaning is garbled
- **good wc**: Good word choice, excellent diction
- **hal**: Amusement, good joke or pun
- **hmm...**: Point seems doubtful; needs further evidence to be convincing
- **logic?**: Does this follow logically?

- **ab**: Faulty abbreviation; do not abbreviate
- **awk**: Awkward phrasing
- **cap**: Capitalization error
- **cit**: Error in citation
- **con**: Concision; wordiness
- **cs**: Comma splice
- **dangl.**: Dangling modifier
- **dms**: Doesn't make sense
- **frag**: Unintentional sentence fragment
- **fs**: Fused sentence (run-on)
- **int. quote**: Integrate quote more fully; quote needs appropriate introductory material, or punctuation; quote needs to be integrated into the grammar of the sentence
- **noun?**: Insert a noun after the demonstrative pronoun for the sake of clarity

- **pv**: Passive voice
- **pro**: Wrong pronoun case
- **pro ant.**: Incorrect pronoun for this antecedent
- **rep**: Unnecessary repetition
- **run-on**: Run-on sentence (no appropriate punctuation separating independent clauses)

- **s-v**: Subject-verb agreement
- **sp**: Spelling, misspelled word (often with word circled)
- **split inf**: Split infinitive (often with transposition sign)
- **trans**: Need better transition; transition is jarring; there is no adequate transition between ideas.

- **trite**: Overused phrase, a cliché
- **tense**: Use consistent verb tense
- **vt**: Incorrect verb tense; unnecessary shift in verb tense

- **wc**: Faulty word-choice, use more precise or accurate diction
- **ww**: Wrong word

- **: ;**: Insert punctuation mark
- **/ \**: Delete punctuation mark.

- **< >**: Delete word, letter, punctuation, or circled material/sentence

- **/ song**: Insert word or phrase

- **/word**: Transpose letters, words, or clauses

- **\**: Indent and create new paragraph

- **no \**: Do not indent; do not create new paragraph

- **/structure**: Paragraph lacks unity; there's no topic sentence, faulty parallelism

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Margins