












Editing marks used by Dan Berger when marking papers

To accommodate these markings, all submissions must be double-spaced.

Editing mark	Meaning	Examples
 or 	Add a word, comma, apostrophe, etc.	She gave him head of lettuce. "I'm going home," he said.
	Add period	Bluffton College was founded over a hundred years ago. The college has a long tradition.
	Remove	Tom shut the the door.
	Transposition	College Bluffton began the academic year with the appointment of new seven faculty members.
	Close space	I think some one should tell the R.A.
	Make space	He skips class almost everyday.
	Capitalize	She left her schoolbooks with tom.
	Make lowercase	She left her Schoolbooks with Tom.
	Spelling error	We all chered lustly.
	Make a new paragraph	<i>Typically placed where the new paragraph should begin.</i>