

Proofread: Expository Writing

PROOFREADING MARKS

Correct paragraph A add (A takeout, make a capital letter. /make a small letter. Check the spelling. Add a period.

After you revise your report, you will need to proofread it to correct any errors. When you proofread your expository writing you should:

- Read to make sure your subjects and verbs agree.
- Add commas to separate items in a series and after introductory phrases.
- Check for capitalization of proper nouns and other punctuation.
- Combine short sentences.
- Check for spelling errors.

Editing Marks

Instructions: Match the mark to its meaning and the example that matches.

	Add punctuation	They had to walk through the forest at night.
	Insert a word	We cannot get close to huge giraffe.
	Capitalize	she was going to the store to buy a new shirt.
	New paragraph	We were almost to the top of the stairs when she tripped.
	Make lower case	The soft sweater kept me warm in the snow.
	Delete	The birds fly south in a pattern.
	Spelling mistake	My teacher showed me how to answer the fraction problem.

A. Read the following expository writing. Complete the blanks to correct this passage

Have you ever heard the term air pressure when you listen to a weather report on _____ radio or TV _____ Air pressure _____ play an important role in weather. If the air press _____ is rising, it means that the weather is going to improve. When air pressure falls bad weather may be on its way. _____ storms happen in low-pressure areas. Scientists measure air pressure. Scientists use a barometer Air is all around us. It pushes against us all the time. I did an experiment with air to _____ found out just how strong it is. I used a _____ ruller a table, and a _____ cheet of paper. I put the ruler on the table so that about 1/3 of it stuck over the edge. Then I put the _____ parper over the ruler. Next, I hit the ruler to try to make the paper _____ flies into the air. Guess what happened _____