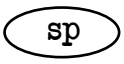
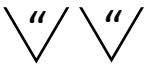
Proofreading Marks

Marks and Meanings		Examples
	Capitalize	My dog's name is mika.
	Lowercase	My dog's Name is Mika.
	Delete	My dog's name is is Mika.
	Spelling error	My dog's naim is Mika.
	Add a period	My dog's name is Mika.
	Add a comma	My dogs' names are Mika, Leela, and Arty.
	Add a word	My dog's name is Mika.
	Reverse letters or words	My dog's is name Mika.
	Add apostrophe	My dogs name is Mika.
	Add quotation marks	My dog's name is Mika, she said.
	Make a space	My dog's nameis Mika.
	Delete a space	My do g's name is Mika.
	Begin a new paragraph	My dog's name is Mika.

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