

## INTERNET PROOFREADING ASSIGNMENT #1

Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Directions:** Read the following paragraphs. Identify the errors that exist and choose the appropriate proofreader mark that will correct the errors.

### Our Water Planet

The surface of our planet is more than 70 percent covered by water in all three forms of matter: solid liquid and gas. If the surface of the Earth was evenly spread out, there would be be a layer of water about one-and-one half miles deep around the entire planet. Most of this water, about ninety-seven percent, makes up the huge, salty oceans of the Earth. Two percent of all water is frozen in ice and glaciers. The antarctic ice sheet is, on average, more than a mile thick over an area of more than five million square miles. Of other the one percent of water, most is grou ndwater. Only about one-twenty-fifth of this one percent is readily available for consumption. There would be no life on earth without water. Primitive life began in the ancient ocean. The shield from water provided a dangerous radiation, a nutrient-rich Environment, and a constant temprature.

**Directions:** Draw the proofreading symbol on the line provided next to its name.

1. Uppercase \_\_\_\_\_

6. Indent \_\_\_\_\_

2. Insert \_\_\_\_\_

7. Add Space \_\_\_\_\_

3. Close Up Space \_\_\_\_\_

8. Run In \_\_\_\_\_

4. New Paragraph \_\_\_\_\_

9. Delete \_\_\_\_\_

5. Spell Out \_\_\_\_\_

10. Transpose \_\_\_\_\_