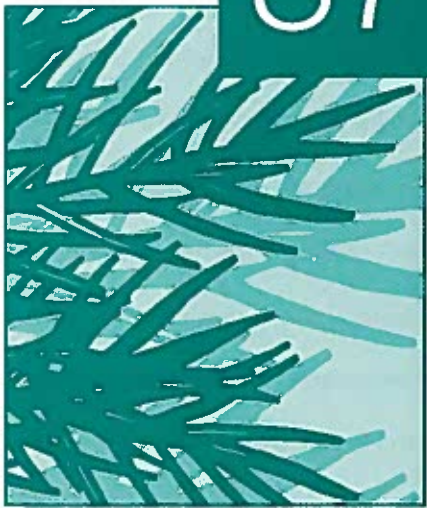


# Putting Your Proofreading Skills to Work



After you have written a paragraph or an essay—once you have prewritten, drafted, and revised—you are ready for the next step—**proofreading**.

Proofreading, which takes place at the sentence level, means applying what you have learned in Units 5 and 6. When you proofread, carefully check each sentence for correct grammar, punctuation, and capitalization. Is every sentence complete? Do all verbs agree with their subjects? Are there any comma errors? Do all proper nouns begin with a capital letter?

This chapter gives you the opportunity to put your proofreading skills to work in real-world situations. As you proofread the paragraphs and essays that follow, you must look for any—and every—kind of error, just as you would in the real world of college or work. The first four practices tell you what kinds of errors to look for; if you have trouble, go back to those chapters and review. The other practices, however, contain a random mix of errors and give you no clues at all.

## PROOFREADING PRACTICE 1

Proofread this paragraph, correcting any errors above the lines. To review, see these chapters:

- Chapter 26 run-ons, comma splices, fragments
- Chapter 27 present tense problems, subject-verb agreement
- Chapter 28 past tense problems
- Chapter 29 past participle problems

(1) Mount Everest is the tallest mountain in the world. (2) The highest point on Earth, and the dangerous dream of every mountain climber. (3) Everest set in the Himalaya Mountains of central Asia and rise 29,028 feet. (4) The deadliest threat to climbers are not the steep, icy slopes or even the bitter cold and ferocious

winds it is the lack of air. (5) Air at the top of Everest has only one-third the oxygen of air below, so without preparation, the average person would live less than an hour at the summit. (6) In fact, altitude sickness begin at 8,000 feet, with headache, nausea, and confusion. (7) At 12,000 feet, the brain and lungs starts filling with fluid, which can lead to death. (8) How, then, has anyone ever climbed Everest, the answer is acclimatization. (9) Mountaineers climb slowly, about 2,000 feet a day, and they drink huge amounts of water. (10) They also carry oxygen. (11) Amazingly, in 1980, the first person to climb Everest solo was also the first to climb it without oxygen. (12) That was Reinhold Messner from Italy. (13) Who later wrote in *Climbing* magazine that the lack of air “saps your judgment and strength, even your ability to feel anything at all. I don’t know how I made it.” (14) Over 145 climbers have died scaling Mount Everest, nonetheless, this danger keeps tempting others to try their skills and their luck.

## PROOFREADING PRACTICE 2

Proofread this paragraph, correcting any errors above the lines. To review, see these chapters:

- Chapter 20 inconsistency of number or person, parallelism problems
- Chapter 26 run-ons, comma splices, fragments
- Chapter 27 present tense problems, subject-verb agreement
- Chapter 29 past participle problems
- Chapter 34 apostrophe errors

(1) American culture emphasizes quick results we pick up fast food and do our banking in drive-through lanes. (2) We buy gadgets that promise to save you time. (3) We even call ahead for restaurant seating, so we wont have to wait for a table. (4) Now a new trend know as *speed dating* becoming popular in big cities like Los Angeles, Chicago, and Boston. (5) Also called pre-dating or “McDating.” (6) This activity is suppose to reduce the time that busy single people spend getting to know each other. (7) Speed dating events are arranged by companies like

HurryDate and 8MinuteDating. (8) At these events, even numbers of men and women are paired off, each couple chats for eight to ten minutes while trying to determine potential compatibility. (9) Then a bell rings, and everyone switch partners. (10) At the end of the session, participants who are interest in each other are provide with each other's phone and email contacts. (11) Some say that speed dating is ideal for people who are busy, who dislike the bar scene, or who hope to lessen the pain of rejection. (12) Others calls it drive-through dating, just another crazy American fad.

## PROOFREADING PRACTICE 3

Proofread this paragraph, correcting any errors above the lines. To review, see these chapters:

- Chapter 26 run-ons, comma splices, and fragments
- Chapter 28 past tense errors
- Chapter 29 past participle problems
- Chapter 33 adjective and adverb errors

(1) Lea Salonga, a talented Broadway performer, has become a role model for aspiring young actors, both in the United States and her native Philippines. (2) Born in Manila, Salonga began performing at age seven. (3) After she won a small part in a local production of *The King and I*. (4) Her popularity grew quickly. (5) She acted in many theater productions, recorded a number of albums. (6) And even star in her own children's television show, called *Love, Lea*. (7) Through it all, Salonga's parents focused on her education and good manners rather than her fame. (8) When British talent scouts arrived in Manila, they were charm by the gracious young woman with the beautiful soprano voice and cast her immediate as the lead in their new musical *Miss Saigon*. (9) Salonga was only 20 when she won a Tony award for her sensitive portrayal of a Vietnamese woman who sacrifices her own life to give her child a more better one. (10) Since then, Salonga

has starred in some of the popularest Broadway musicals, landed a role in *As the World Turns*, and singing the soundtrack for the female leads in the Disney films *Aladdin* and *Mulan*. (11) Despite her success, Salonga remains close to her family and her traditional upbringing. (12) Her first kiss occurred on the set of *Miss Saigon* she was chaperoned on dates until she turned 21. (13) Salonga's parents have encouraged her to complete her college education. (14) With her balanced lifestyle and much achievements, Lea Salonga encourages other young people to follow their dreams without loosing sight of their roots.

## PROOFREADING PRACTICE 4

Proofread this paragraph, correcting any errors above the lines. To review, see these chapters:

- Chapter 21 relative clause problems
- Chapter 26 run-ons, comma splices, fragments
- Chapter 27 present tense problems, subject-verb agreement
- Chapter 30 noun errors
- Chapter 31 pronoun errors
- Chapter 36 capitalization errors

(1) In french, its name means "Circus of the Sun," but don't expect Cirque du Soleil to have old-fashioned lion tamers, elephants on parade, or clowns with orange hair. (2) Instead, this innovative Quebec-based company draws on the ancient traditions of chinese acrobat. (3) And feature strangely beautiful sets and costumes. (4) Dramatic lighting and eerie live music sets the mood. (5) Then a bare-chested man fly through the darkness above the stage, 40-foot wings of red silk flowing from his arms. (6) Four young asian woman contort their tattooed bodies so they resemble flowers, figure eight, or spirals. (7) A giant wheel with human spokes rolls across the stage while acrobats perform. (8) Dangling from an open door who swings high in the air. (9) In a show called "O," after the french word for "water," a 1.5-million-gallon pool of water appears in the stage, under-

water swimmers rise magically from the stage floor, and acrobats near the ceiling dive and disappear into the water. (10) Cirque has grown from a tiny group of street performers in 1984 to an Entertainment Empire of 500 acrobats which perform in six shows on three continents. (11) The secret of Cirque du soleil's success lies in its ongoing spirit of teamwork. (12) Despite their large numbers, performers from forty different countries still create the shows together. (13) Proposing ideas and designing their own roles. (14) The result is a show that dazzles even those whom think they have seen it all.

## PROOFREADING PRACTICE 5

This paragraph contains many of the errors you have learned to avoid in Unit 6. Proofread each sentence carefully, and then correct each error above the line.

(1) If you want to eat well and do our planet a favor become a Vegetarian.  
 (2) Most vegetarian's eat eggs, milk, dairy products and fish. (3) All youre giving up are leathery steak's and overcooked chicken. (4) A vegetarian dinner might begin with a greek salad of, crisp cucumbers, sweet red onion black olives, and a sprinkling of feta cheese. (5) Youll think you're sitting in a little café overlooking the mediterranean sea. (6) For the main course, head to mexico for tamale pie. (7) A rich, flavorful dish made of pinto beans's, brown rice, green peppers and tomatoes. (8) On the table of course is a loaf of warm bread. (9) Do you have room for dessert how about some ben and jerrys ice cream, made in vermont? (10) As you linger over a cup of french espresso coffee think how your vegetarian meal was delicious, nutritious, and a help to our planet. (11) If more people ate vegetarian the land given to raising cattle and crops to feed cattle could be used for raising grain, many of the worlds hungry people could be fed. (12) To read about vegetarianism, get the best-known guide *laurels kitchen: a handbook for vegetarian cookery and nutrition*.

**PROOFREADING PRACTICE 6**

This paragraph contains many of the errors you have learned to avoid in Unit 6. Proofread each sentence carefully, and then correct each error above the line.

(1) Since ancient times, the Zunis of New Mexico have used *fetishes*. (2) Small objects carved from stone or wood that are believed to have magical powers. (3) The Zuni religion have a complex tradition of fetishes based on the six directions. (4) North, south, east, west, above, and below. (5) Each of the directions are associated with special forces and a guardian animal. (6) The East, for example, where the sun rises, is the source of all life, truth, and new ideas it is represented by a white wolf. (7) Because wolfs are highly intelligent, social, and loving as parents, they are good to adopt as a personal fetish if you feel you share these qualities. (8) Likewise, someone facing a big decision or a family problem might seek the help of their wolf fetish. (9) The other five guardian animals are the mountain lion, black bear, badger, eagle, and mole. (10) Additional fetish animals include coyotes, owls, snakes, deers, and rabbits. (11) The Zunis still holds fetishes sacred in its religion and continues to carve them. (12) In fact, some Zunis are famous for their distinctive carving, their fetishes sell all over the world as works of art.

**PROOFREADING PRACTICE 7**

This essay contains many of the errors you learned to avoid in Unit 6. Proofread each sentence carefully, and then correct each error above the line.

*In the Market for a Used Car?*

(1) For several year's now, used car sales have exceeded new car sales. (2) Good used cars can be founded at dealers. (3) And through newspaper ads. (4) You might also let your friends know your in the market for a used car, they might know of someone who wants to sell their car. (5) Wherever you look for a used car keep the following tips in mind.

(6) First shop before you need the car. (7) This way you can decide exactly what type of car suit you most best. (8) Do you want a compact. (9) Or a midsize car? (10) What features are important to you? (11) Should you get an american-made car or a japanese, german, or other import? (12) If you shop when you are'nt desperate, you are more likely to make a good choice and negotiate good.

(13) Second narrow your choices to three or four cars, and do some research. (14) Start with the *kelley blue book used car price manual*, online at <http://www.Kbb.com>. (15) The blue book as its called for short gives the current value by model year and features. (16) Its also a good idea to check *consumer reports* magazine. (17) Every april issue lists good used car buys and cars to avoid. (18) Based on what you learn go back and test-drive the cars that interest you the mostest. (19) Drive each for at least an hour, drive in stop-and-go traffic in the highway, in winding roads, and in hills.

(20) When you do decide on a car ask your mechanic to look at it. (21) Be sure to get a written report that include an estimate of what repair's will cost. (22) Money spent at this point is money spent wise, if the seller wont allow an inspection take your business elsewhere.

(23) When you buy a used car you want dependability and value. (24) Follow these tip's youll be able to tell a good buy when you see it.

## PROOFREADING PRACTICE 8

This essay contains many of the errors you learned to avoid in Unit 6. Proofread each sentence carefully, and then correct each error above the line.

### *Gators and Crocs*

(1) With their scaly bodies slit eyes and long tails, alligators and crocodiles look a lot like dinosaurs. (2) In fact alligators and crocodiles descended from the same family as dinosaurs. (3) While its true that alligators and crocodiles look a lot alike, they differ in three ways.

(4) First alligators and crocodiles are found in different parts of the world. (5) Alligators be found in china, central america, and south america. (6) On the other hand, crocodiles are found in africa (especially around the Nile river), australia, southeast asia, india, cuba, and the west indies. (7) Only in the southern united states is both alligators and crocodiles found. (8) In all cases however alligator's and crocodile's live in hot, tropical regions. (9) Reptiles are cold-blooded, so at temperatures below 65 degrees, alligators and crocodiles gets sluggish and cannot hunt.

(10) Alligators and crocodiles also differ in appearance. (11) Alligators has broader flatter snouts that are rounded at the end. (12) Crocodiles has narrower almost triangular snouts. (13) The best way to tell the difference is to view both from the side when they have their mouths closed, you can see only upper teeth on an alligator, but you can also see four lower teeth on a croc. (14) If you get really close you can see that alligators have a space between they're nostrils while the nostrils of crocs are very close together.

(15) Finally alligators and crocodiles are temperamentally different. (16) Alligators are not aggressive they are even a bit shy. (17) They will lie in wait along a river bank for prey when on land, they move slow and uneven. (18) Crocodiles, however, are much more aggressive. (19) They are fast, mean, and often stalk they're prey. (20) The australian freshwater crocodile and the Nile crocodile can even run on land, with their front and back legs working together like a dog. (21) Nile crocodiles kill hundred's of people every year.

(22) Alligators and crocodiles have outlived the dinosaurs, but they might not survive hunters who want to turn them into shoes wallets briefcases and belts. (23) In 1967, the u.s. government declared alligators an endangered species. (24) Fortunately american alligators have repopulated and are now reclassified as threatened. (25) Importing crocodile and alligator skins are banned worldwide,



but some species is still threatened. (26) These frightening and fascinating ancient creatures need help worldwide if they are to survive.



### Exploring Online

<http://www.unc.edu/depts/wcweb/handouts/proofread.html>

Proofreading instruction and practice.

<http://ccc.commnet.edu/grammar/>

Interactive grammar and writing help. Explore, learn, review!

