

Mechanics Mania



Proofreading



- **Proofreading involves applying an understanding of punctuation and capitalization rules to review written works.**

An interesting way to improve proofreading skills for punctuation and capitalization is to develop sentences with punctuation and capitalization errors.

The following is an example:

- No punctuation or capitalization:
i bought eggs bacon and juice
- Punctuation and capitalization:
I bought eggs, bacon, and juice.



Which of the following sentences does not contain a capitalization mistake?

- A. We watch fireworks on the Fourth of july.**
- B. We watch fireworks on the fourth of july.**
- C. We watch fireworks on the Fourth of July.**
- D. We watch Fireworks on the fourth of July.**

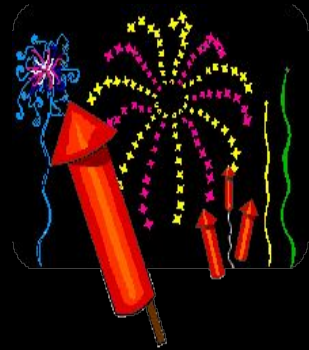
Which of the following sentences does not contain a capitalization mistake?

A. We watch fireworks on the Fourth of july.

B. We watch fireworks on the fourth of july.

C. We watch fireworks on the Fourth of July.

D. We watch Fireworks on the fourth of July.



Which of the following sentences does not contain a capitalization mistake?

- A. Jorge recently moved here from South america.
- B. Jorge recently moved here from South America.
- C. Jorge recently moved here from south america.
- D. jorge recently moved here from south america.

Which of the following sentences does not contain a capitalization mistake?

A. Jorge recently moved here from South america.

B. Jorge recently moved here from South America.

C. Jorge recently moved here from south america.

D. jorge recently moved here from south america.

Which of the following contains a capitalization mistake?

- A. New York is a big city.
- B. John Steinbeck is a well-known author.
- C. The army consisted of over a thousand soldiers.
- D. Marisol likes to have relatives visit during the Holidays.

Which of the following contains a capitalization mistake?

A. New York is a big city.

B. John Steinbeck is a well-known author.

C. The army consisted of over a thousand soldiers.

D. Marisol likes to have relatives visit during the Holidays.

Choose the answer that best completes the sentence.

The school is closed on _____.

A. Columbus Day

B. Columbus day

C. columbus day

D. columbus Day

Choose the answer that best completes the sentence.

The school is closed on _____.

A. Columbus Day

B. Columbus day

C. columbus day

D. columbus Day



*Which of the following sentences is
punctuated correctly?*

- A. Open your folder, take out your homework and pass it forward.**
- B. Open your folder; take out your homework; and pass it forward.**
- C. Open your folder, take out your homework, and pass it forward.**
- D. Open your folder: take out your homework and pass it forward.**

*Which of the following sentences is
punctuated correctly?*

- A. Open your folder, take out your homework and pass it forward.**
- B. Open your folder; take out your homework; and pass it forward.**
- C. Open your folder, take out your homework, and pass it forward.**
- D. Open your folder: take out your homework and pass it forward.**



Choose the answer that best completes the sentence.

The store will open on

- A. May 29, 1992**
- B. May, 29, 1992**
- C. May 29 1992**
- D. May, 29 1992**

Choose the answer that best completes the sentence.

The store will open on

A. May 29, 1992

B. May, 29, 1992

C. May 29 1992

D. May, 29 1992

Which of the following sentences is punctuated correctly?

- A. The following items will be required at camp- sleeping bag, tent, hiking shoes, and compass.**
- B. The following items will be required at camp: sleeping bag, tent, hiking shoes, and compass.**
- C. The following items will be required at camp, sleeping bag, tent, hiking shoes, and compass.**
- D. The following items will be required at camp; sleeping bag, tent, hiking shoes, and compass.**

*Which of the following sentences is
punctuated correctly?*

A. The following items will be required at camp- sleeping bag, tent, hiking shoes, and compass.

B. The following items will be required at camp:
sleeping bag, tent, hiking shoes, and compass.

C. The following items will be required at camp, sleeping bag, tent, hiking shoes, and compass.

D. The following items will be required at camp; sleeping bag, tent, hiking shoes, and compass.

Which sentence does not contain capitalization errors?

- A. The title of the book is The Wipple Mystery
- B. The Title of the Book is The Wipple Mystery.
- C. The title of the book is the Wipple Mystery
- D. The title of the book is the wipple mystery.

Which sentence does not contain capitalization errors?

A. The title of the book is The Wipple Mystery.

B. The Title of the Book is The Wipple Mystery.

C. The title of the book is the Wipple Mystery.

D. The title of the book is the wipple mystery.





THAT'S ALL FOLKS!