

Revision Symbols

Some instructors use these symbols as a kind of shorthand to guide you in revision. The numbers refer to a chapter number or a section of a chapter.

<i>abb</i>	abbreviation 45a–g	//	faulty parallelism 8e, 26
<i>ad</i>	adjective/adverb 34	<i>para</i>	paraphrase 16d, 17
<i>agr</i>	agreement 32, 33f	<i>pass</i>	inappropriate passive 27c, 31g
<i>awk</i>	awkward	<i>ref</i>	unclear pronoun reference 33g
<i>cap</i>	capitalization 44	<i>run-on</i>	run-on (fused) sentence 36
<i>case</i>	case 33a	<i>sexist</i>	sexist language 33f, 20b
<i>cliché</i>	cliché 10a, 22d	<i>shift</i>	shift 27
<i>co</i>	coordination 24a	<i>slang</i>	slang 22a
<i>coh</i>	coherence 8e	<i>sp</i>	spelling 22e–f
<i>com</i>	incomplete comparison 25e	<i>sub</i>	subordination 24b
<i>concl</i>	weak conclusion 8f, 18b	<i>sum</i>	summarize 16d, 17, 61b
<i>cs</i>	comma splice 36	<i>t</i>	tone 9d, 16c, 22a, 22d
<i>d</i>	diction (word choice) 22	<i>trans</i>	transition 8e, 29b
<i>def</i>	define 8c	<i>u</i>	unity 8a
<i>dm</i>	dangling modifier 35c	<i>vague</i>	vague statement
<i>doc</i>	documentation 48–54	<i>verb</i>	verb form 31a–d
<i>emph</i>	emphasis unclear 24	<i>vt</i>	verb tense 31e–h
<i>ex</i>	example needed 8b–c	<i>wv</i>	weak verb 31
<i>frag</i>	sentence fragment 37	<i>wrdy</i>	wordy 28
<i>fs</i>	fused sentence 36	<i>ww</i>	wrong word 1, 10a, 22a–b
<i>hyph</i>	hyphen 47	,	comma 38
<i>inc</i>	incomplete construction 25	;	semicolon 39
<i>intro</i>	weak introduction 8f, 18b	. ? !	period, question mark, exclamation point 40
<i>it</i>	italics (or underlining) 46	'	apostrophe 41
<i>jarg</i>	jargon 22a	“ ”	quotation marks 42
<i>lc</i>	lowercase letter 44	() [] —	parentheses, brackets, dash 43a–c
<i>lv</i>	language variety 21	: / ...	colon, slash, ellipsis 43d–f
<i>mix</i>	mixed construction 25a	^	insert
<i>mm</i>	misplaced modifier 35	~	transpose
<i>ms</i>	manuscript form 4	⊖	close up
<i>no ,</i>	no comma 38j	X	obvious error
<i>num</i>	number 45h–j		
¶	paragraph 8		