

Frequently Misspelled Words

about	children	getting	no one	thorough
affect/effect	chimney	goes	o'clock	though
again	chocolate	grammar	often	thought
allowed	Christmas	grateful	once	threw/through
a lot	close/clothes	guarantee	people	tired
all right	college	guess	please	to/too/two
already	coming	handkerchief	present	together
always	congratulations	Halloween	pretty	tomorrow
ancient	couldn't	happen	principal	tonight
angle	courtesy	heard	probably	tried
animals	cousin	height	quite	truly
another	decided	hello	really	until
answer	didn't	holiday	receive	upon
are/our	different	horrible	remember	usually
around	doctor	horse	right	very
asked	doesn't	hospital	rough	visitor
aunt/ant	eighth	humorous	said	weather
awhile	elementary	icicle	school	weight
baggage	especially	innocent	secretary	weird
balloon	every	instead	skiing	welfare
beautiful	everybody	interesting	something	were
because	exactly	into	sometimes	we're
before	except	island	start	when
beginning	experience	jewelry	straight	where
believe	family	knew	summer	which
birthday	favorite	know	suppose	while
bought	February	league	surely	whole
brother	finally	likely	surprise	with
brought	first	little	swimming	women
business	foreign	many	teacher	world
buy	found	maybe	than/then	would
calendar	friend	money	that's	writing
canyon	frightened	morning	their/there/they're	yellow
captain	from	mother	themselves	yesterday
caught	geography	neighbor	think	you're

Proofreading Symbols

^	Insert	⊂	Close up entirely	∨	Add an apostrophe
—	Delete	~ (tv)	Transpose	⌘ ∨	Add quotation marks
<u>stet</u>	Let it stand	≡ (cap)	Capitalize		
/*	Add a space	/ (lc)	Lowercase		
¶	New paragraph	↑	Add a comma		
~	Close up one space	⊙	Add a period		

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