Document Proofreading Report

# Cost Analysis

• Total Input Tokens: 224

• Total Output Tokens: 985

• Estimated API Cost: $0.0330

# Complete Document Proofreading Report

Total segments: 1

Total issues: 15

## Identified Issues

### Issue 1: Spelling

**Original:** "Assistance Director (as an optional)"

**Issue:** "Assistance Director" should be "Assistant Director." Additionally, the phrase "(as an optional)" is awkward and unclear.

**Suggestion:** "Assistant Director (optional)"

### Issue 2: Formatting

**Original:** "Date and time: 08/08/2025 3-4pm ACST"

**Issue:** The time format "3-4pm" should have a space between the number and "pm" for consistency and clarity.

**Suggestion:** "Date and time: 08/08/2025 3 - 4 pm ACST"

### Issue 3: Formatting

**Original:** "Invited participants"

**Issue:** The list of invited participants lacks a colon after the heading, which is inconsistent with the format used for "Date and time" and "Location."

**Suggestion:** "Invited participants:"

### Issue 4: Punctuation

**Original:** "Paula Shaw, Senior Manager – Project Oversight"

**Issue:** There is an extra space before "Project Oversight."

**Suggestion:** "Paula Shaw, Senior Manager – Project Oversight"

### Issue 5: Consistency

**Original:** "Kate Williams, Associate – Evaluation design, data collection and analysis"

**Issue:** The use of commas in the list "Evaluation design, data collection and analysis" is inconsistent with other lists in the document, which use semicolons.

**Suggestion:** "Kate Williams, Associate – Evaluation design; data collection; and analysis"

### Issue 6: Consistency

**Original:** "Jacqui Williams – Senior Policy Officer, National Partnership Agreement Team"

**Issue:** The formatting of the role and team name is inconsistent with other entries, which use a dash between the name and the role.

**Suggestion:** "Jacqui Williams, Senior Policy Officer – National Partnership Agreement Team"

### Issue 7: Consistency

**Original:** "Mel Baker – Manager, Inter-government Relations and National Partnership Agreement Team"

**Issue:** The term "Inter-government" should be "Intergovernmental" to match common usage and ensure consistency.

**Suggestion:** "Mel Baker, Manager – Intergovernmental Relations and National Partnership Agreement Team"

### Issue 8: Consistency

**Original:** "Mergho Ray - Manager Integrated Programs"

**Issue:** The dash used is inconsistent with other entries, which use an en dash (–) rather than a hyphen (-).

**Suggestion:** "Mergho Ray – Manager Integrated Programs"

### Issue 9: Consistency

**Original:** "Stephen Bourne – Manager Family Law Division"

**Issue:** The formatting of the role and division name is inconsistent with other entries, which use a comma before the division name.

**Suggestion:** "Stephen Bourne, Manager – Family Law Division"

### Issue 10: Consistency

**Original:** "Sarah Decrea – Executive Manager"

**Issue:** The name "Sarah Decrea" should be checked for accuracy, as "Decrea" is an uncommon surname and might be a typo.

**Suggestion:** Confirm the correct spelling of "Sarah Decrea."

### Issue 11: Consistency

**Original:** "Claire Ralfs – Chief Executive Officer"

**Issue:** The name "Claire Ralfs" should be checked for accuracy, as "Ralfs" is an uncommon surname and might be a typo.

**Suggestion:** Confirm the correct spelling of "Claire Ralfs."

### Issue 12: Consistency

**Original:** "Office for Women"

**Issue:** The formatting of organisation names is inconsistent throughout the document. Some have a dash after the name, while others do not.

**Suggestion:** Ensure consistent formatting for all organisation names, either with or without a dash.

### Issue 13: Consistency

**Original:** "Women’s Safety Services South Australia"

**Issue:** The formatting of organisation names is inconsistent throughout the document. Some have a dash after the name, while others do not.

**Suggestion:** Ensure consistent formatting for all organisation names, either with or without a dash.

### Issue 14: Consistency

**Original:** "Legal Services Commission"

**Issue:** The formatting of organisation names is inconsistent throughout the document. Some have a dash after the name, while others do not.

**Suggestion:** Ensure consistent formatting for all organisation names, either with or without a dash.

### Issue 15: Consistency

**Original:** "Relationships Australia"

**Issue:** The formatting of organisation names is inconsistent throughout the document. Some have a dash after the name, while others do not.

**Suggestion:** Ensure consistent formatting for all organisation names, either with or without a dash.