

Typographical Error Example
(Proofreading Exercise on next page)

From Galatians 5:

22 But the fruit OF the spirit is love joy) peace, patience, Kindness, goodness, Faith, gentleness, and selfcontrol against such things there is no law . 24 those who belong to christ Jesus have cRucified the flesh with its passionsa nd desires25 If we live by the Spirit, let us also walk” by thespirit?

22 But the fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faith, 23 gentleness, and self-control; against such things there is no law. 24 Those who belong to Christ Jesus have crucified the flesh with its passions and desires. 25 If we live by the Spirit, let us also walk by the Spirit.

(Proofreading Exercise begins on next page)

Proofreading Exercise

Use the instructions below to find errors in the text of Mark 16. Skim through the text, looking for only one type of error at a time. Mark errors as you find them. You may circle them or write a suggested correction. When you complete each numbered task, mark its box. When you have finished, the group will review the exercise.

Please read this: If English is not your heart language, some English errors may be difficult to notice. As you work on this exercise, think about the kinds of errors you commonly see when your own language is written or printed.

1. Make sure the number for the chapter is at the beginning. ☐
2. There should be 20 verses in this chapter. Count through to make sure all the verse markers are present. On the side of the page, write any numbers that are missing. ☐
3. Look through the chapter text quickly to check for anything that looks odd (examples: uneven spaces between words or sentences, or inconsistent sizes of letters or numbers). ☐
4. Read through the text out loud, watching for errors as you read. You can simply circle the errors, or you can quickly write your suggestion for a change. ☐
5. Look specifically at the endings of sentences. Make sure each sentence has end punctuation (a period, a question mark, or an exclamation point, as appropriate). ☐
6. Look specifically at the beginnings of sentences to confirm that each one starts with a capital letter. ☐
7. Look only for pairs of quotation marks. Does each one have a partner? Does what is inside the pairs of quotes sound like it is what someone is saying? ☐
8. Look only for pairs of parentheses or brackets. Does each one have a partner? ☐
9. Scan through for doubled words (two words in a row that are the same), including the same word at the end of one line and the beginning of the next. ☐
10. Make sure each name is capitalized—in English, this should be done for both people and places. This also includes all names for God (Lord, Father, Son, Jesus, Holy Spirit). ☐

Mark 16

¹ When the Sabbath day was over, Mary Magdalene, Mary the mother of James, and Salome bought spices that they might come and anoint Jesus' body. ² Very early on the first day of the week, they went to the tomb when the sun had come up. They were saying to one another, 'Who will roll away the stone for us from the entrance to the tomb?' ⁴ When they looked up, they saw that the stone had been rolled away, for it was very large. ⁵ They entered the tomb and saw a young man dressed in a white robe, sitting on the right side, and they were alarmed.

⁶ He said to them, "Do not be alarmed. You seek Jesus, the Nazarene, who was crucified. He is risen. He is not here. Look at the place where they had laid him. ⁷ But go, tell his disciples and Peter, 'He is going ahead of you to Galilee. There you will see him, just as he told you.'

⁸ They went out and ran from the tomb; they were trembling and amazed. They said nothing to anyone because they were so afraid. ⁹ [Early on the first day of the week, after he arose, he appeared first to Mary Magdalene, from whom he had cast out seven demons. ¹⁰ She went and told those who were with him, while they were mourning and weeping. ¹¹ They heard that he was alive and that he had been seen by her, but they did not believe.

¹² After these things he appeared in a different form to them as they were walking out into the country. They went back and told the rest, but they did not believe them.

¹⁴ Jesus later appeared to the eleven as they were reclining at the table, and he rebuked them for their unbelief and hardness of heart, because they did not believe those who saw him after he rose from the dead. ¹⁵ He said to them, 'Go into all the world, and preach the gospel to the entire creation.' ¹⁶ He who believes and is baptized will be saved, and he who does not believe will be condemned. ¹⁷ These signs will go with those who believe: In my name they will cast out demons. They will speak in new languages. They will pick up snakes with their hands, and if they drink anything deadly, it will not hurt them. They will lay hands on the sick, and they will get well."

¹⁹ After the Lord Jesus had spoken to them, he was taken up into heaven and sat down at the right hand of God. The disciples left and preached everywhere, while the Lord worked with them and confirmed the word by the signs that went with them.