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| **Marking – What it means…** | |
| Sp | Incorrect spelling |
| , | Commas needed to break up sentence |
| C | Check capital letters |
| T | Tenses incorrect / inconsistent |
| // | New paragraph needed |
| Exp | Sentence needs rephrasing |
| **+** | Add more detail |
| Ap | Apostrophe missing or used incorrectly |
| **^** | Something is missing |
| W | Word is slang or used incorrectly – choose a new word |