

## Proofreading: Diary Entry

Pass your pieces of homework round clockwise and focus each on just one or two aspects. Use different colours in your annotations. If something strikes you as unclear, misleading or incorrect, politely pencil in changes.

- 1) **Grammatical correctness A** (Use our sheet.) (violet)
  - Are definite and indefinite articles put correctly? (school = lessons, the school = the building)
  - Are quantifiers for countable and uncountable nouns used properly?
- 2) **Grammatical correctness B** (Use our sheet.) (orange)
  - Are the tenses correct?
  - Are adverbs used where needed and are they in their right positions?
- 3) **Content** (red)
  - Does this diary entry deal with the events and issues that the writers must have in their minds?
  - Do these personal thoughts fit what the writers feel after their experience?
  - Does the diary entry come to some sensible conclusion?
  - Is this the text type that you expect? (Place, date, "Dear Diary", closing phrase and salutation)
- 4) **Powers of expression** (green)
  - Does the syntax help to get the speaker's message across?
  - Are linking phrases / rhetorical devices such as questions used to good effect? (Mark each of them with an exclamation mark on the margin!)

While working, you will observe silence. If anything needs to be said, whisper.

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