Editing Symbols
Freshmen Engineering, Fall ’02

awk
awkwardness in syntax, diction, and/or sentence structure—often the result of wordiness, faulty emphasis or parallelism, and/or lack of conciseness

mng
meaning unclear, often due to insufficient details

spec
be more specific; include all relevant details, explanations, examples

trans
insufficient or awkward transition—be especially careful about establishing clear connections/relationships among items in a paragraph or section

emph
emphasis problematic—check sequence of items in sentence and/or overall sentence structure; arrange all elements for clarity and impact

// or parallelism
awkward or faulty parallelism; items in a sentence have been structured as parallel, but the parallel is not grammatically or stylistically carried through

pn ant
error or lack of clarity in pronoun-antecedent agreement—be especially careful not to use indefinite demonstrative pronouns (this, that, they, their, it, its) in place of the nouns and/or details necessary to maintain clarity

vt
error or awkwardness in verb tense

w
wordy—check, especially, for unnecessary prepositional phrases and/or ineffective use of passive voice or “to be” verbs

wc
word choice—is this word the correct word? Is this the best, most accurate word? Is wording appropriate for situation and audience?

sp
misspelled word

\new paragraph needed

date this word, phrase, punctuation

^ something is missing, here

^, insert comma—be especially aware of comma use with coordinating conjunctions, after introductory elements/phrases, and around nonessential phrases

des
ineffective or incorrect format/document design

cit
missing citation/reference or problem with format of reference

x
obvious error—often an extra word or a missed word

frag
sentence fragment—remember, even a sentence that looks lengthy may be a “fragment”