







Text Mark	Margin Annotation	Meaning
	<b>SP</b>	Spelling error. Find the correct spelling and write it down.
	<b>P</b>	Punctuation error. Check full stops, commas, apostrophes, etc.
	<b>C</b>	Incorrect use of capital letters. Check whether a capital is needed or not.
	<b>NS</b>	New sentence needed.
	<b>NP</b>	New paragraph needed.
	<b>?</b>	Expression unclear - rephrase.