

Editing for Errors

Each of the three paragraphs below contains **five** common errors.

Editing for Errors

The errors range from **major** to **serious** to **minor**.

Editing for Errors

A single **major** error will
undermine your credibility.

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A single **major** error will undermine your credibility.

Major errors are relatively easy to find.

Editing for Errors

One or two **serious** errors will undermine your credibility.

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One or two **serious** errors will undermine your credibility.

Serious errors are somewhat more difficult to find.

Editing for Errors

Two or three **minor errors will undermine your credibility.**

Editing for Errors

Two or three **minor** errors will undermine your credibility.

Minor errors are the most difficult to find.



Editing for Errors

Ready?



Editing for Errors: Major Errors

Here's the problem: My boss is a terrific writer – in fact, one of the best writer's I've ever seen. So one day he told me the errors I was making were effecting our company's image and hurting it's reputation. He told me I needed to make less errors. So I've decided to work on my writing skills, however, I know I have a long way to go.

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Editing for Errors: Serious Errors

Although, I realize a person who works hard, eventually will succeed, sometimes I feel overwhelmed, disheartened, and I am discouraged. Between you and I, my boss, who is vice president of marketing makes an occasional error himself.

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If you found all 15 errors,



Editing for Errors

Congratulations!



Editing for Errors

If you did not find all 15 errors,

Editing for Errors

If you did not find all 15 errors,

keep working!