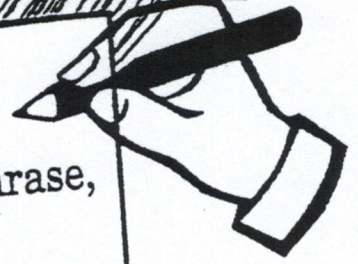


Proofread!



Symbol

Meaning

^

Insert a letter, word, phrase, or sentence.

sp

Check the spelling.

~

Take out a letter, word, phrase, or sentence.

≡

Change a small letter to a capital letter

^,

Insert a comma.

/

Change a capital letter to a small letter.

●

Insert a period.

“ ”

Insert quotation marks.

¶

Begin and indent a new paragraph.