Explicit Proofreading

# Step 1: FANBOYS

1. Read through your paper, circle every FANBOY (for, and, nor, but, or, yet, so).
2. Once they are circled, start at the beginning of your paper.
3. For each FANBOY, do the following:
   1. Is this joining 2 complete sentences? If NO, move on to the next FANBOY. If YES…
   2. Is it punctuated with a comma before the FANBOY? If YES, move to the next FANBOY! If NO, fix it!

# Step 2: Punctuating Dialogue

1. Go through your story carefully. For each piece of dialogue, check the following things:
   1. Do you have new paragraph every time you have a new speaker? If not, fix it!
   2. Is your punctuation inside the quotation marks? If not, Stephen says, “Fix it! Fix it NOW!”
   3. Is your dialogue joined to the description of the dialogue with a comma? If not, do it. Stephen said, “If you don’t put a comma to join these things, I will stomp you!