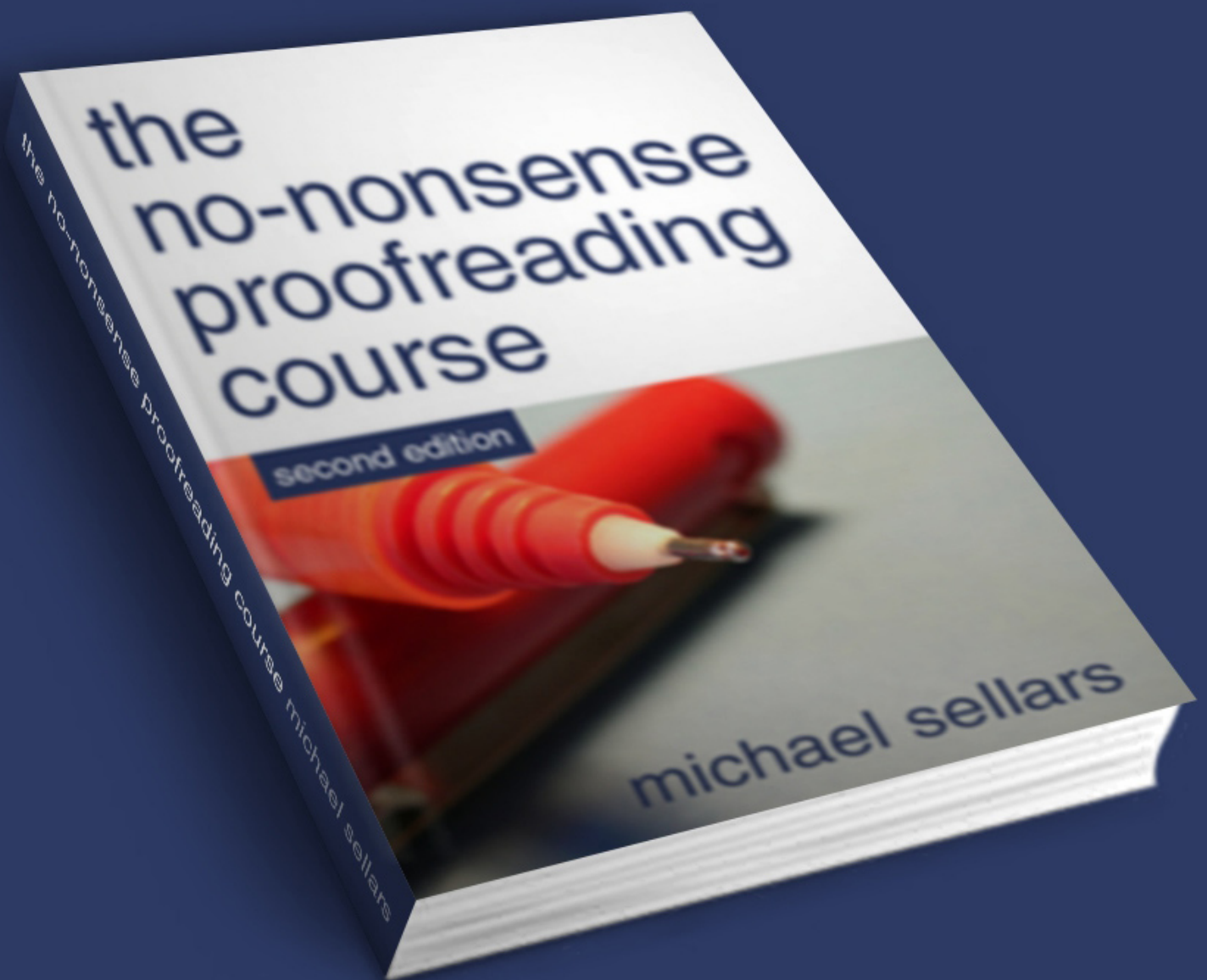


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PROOFREADING EXERCISE 1

From 'The Man Who Was Thursday' by G.K. Chesterton

THE suburb of Saffron Park lay on the sunset side of London, as red and ragged as a cloud of sunset. It was built of a bright brick throughout; its sky-line was fantastic, and even its ground plan was wild. It had been the outburst of a speculative builder, faintly tinged with art, who called its architecture sometimes Elizabethan and sometimes Queen Anne, apparently under the impression that the two sovereigns were identical. It was described with some justice as an artistic colony, though it never in any definable way produced any art. But although its pretensions to be an intellectual centre were a little vague, its pretensions to be a pleasant place were quite indisputable. The stranger who looked for the first time at the quaint red houses could only think how very oddly shaped the people must be who could fit in to them. Nor when he met the people was he disappointed in this respect. The place was not only pleasant, but perfect, if once he could regard it not as a deception but rather as a dream. Even if the people were not "artists," the whole was nevertheless artistic. That young man with the long, auburn hair and the impudent face—that young man was not really a poet; but surely he was a poem. That old gentleman with the wild, white beard and the wild, white hat—that venerable humbug was not really a philosopher; but at least he was the cause of philosophy in others. That scientific gentleman with the bald, egg-like head and the bare, bird like neck had no real right to the airs of science that he assumed. He had not discovered anything new in biology; but what biological creature could he have discovered more singular than himself? Thus, and thus only, the whole place had properly to be regarded; it had to be considered not so much as a workshop for artists, but as a frail but finished work of art. A man who stepped into its social atmosphere felt as if he had stepped into a written comedy.

More especially this attractive unreality fell upon it about nightfall, when the extravagant roofs were dark against the afterglow and the whole insane village seemed as separate as a drifting cloud. This again was more strongly true of the many nights of local festivity, when the little gardens were often illuminated, and the big Chinese lanterns glowed in the dwarvish trees like some fierce and monstrous fruit. And this was strongest of all on one particular evening, still vaguely remembered in the locality, of which the auburn-haired poet was the hero. It was not by any means the only evening of which he was the hero. On many nights those passing by his little back garden might hear his high, didactic voice laying down the law to men and particularly to women. The attitude of women in such cases was indeed one of the paradoxes of the place. Most of the women were of the kind vaguely called

emancipated, and professed some protest against male supremacy. Yet these new women would always pay to a man the extravagant compliment which no ordinary woman ever pays to him, that of listening while he is talking. And Mr. Lucian Gregory, the red-haired poet, was really (in some sense) a man worth listening to, even if one only laughed at the end of it. He put the old cant of the lawlessness of art and the art of lawlessness with a certain impudent freshness which gave at least a momentary pleasure. He was helped in some degree by the arresting oddity of his appearance, which he worked, as the phrase goes, for all it was worth. His dark red hair parted in the middle was literally like a woman's, and curved into the slow curls of a virgin in a pre-Raphaelite picture. From within this almost saintly oval, however, his face projected suddenly broad and brutal, the chin carried forward with a look of cockney contempt. This combination at once tickled and terrified the nerves of a neurotic population. He seemed like a walking blasphemy, a blend of the angel and the ape.

This particular evening, if it is remembered for nothing else, will be remembered in that place for its strange sunset. It looked like the end of the world. All the heaven seemed covered with a quite vivid and palpable plumage; you could only say that the sky was full of feathers, and of feathers that almost brushed the face. Across the great part of the dome they were grey, with the strangest tints of violet and mauve and an unnatural pink or pale green; but towards the west the whole grew past description, transparent and passionate, and the last red-hot plumes of it covered up the sun like something too good to be seen. The whole was so close about the earth, as to express nothing but a violent secrecy. The very empyrean seemed to be a secret. It expressed that splendid smallness which is the soul of local patriotism. The very sky seemed small.

I say that there are some inhabitants who may remember the evening if only by that oppressive sky. There are others who may remember it because it marked the first appearance in the place of the second poet of Saffron Park. For a long time the red-haired revolutionary had reigned without a rival; it was upon the night of the sunset that his solitude suddenly ended. The new poet, who introduced himself by the name of Gabriel Syme was a very mild-looking mortal, with a fair, pointed beard and faint, yellow hair. But an impression grew he that was less meek than he looked. He signalled his entrance by differing with the established poet, Gregory, upon the whole nature of poetry. He said that he (Syme) was poet of law, a poet of order; nay, he said he was a poet of respectability. So all the Saffron Parkers looked at him as if he had that moment fallen out of that impossible sky.

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I say that there are some inhabitants who may remember the evening if only by that oppressive sky. There are others who may remember it because it marked the first appearance in the place of the second poet of **Safron[6]** Park. For a long time the red-haired revolutionary had reigned without a rival; it was upon the night of the sunset that his solitude suddenly ended. The new poet, who introduced himself by the name of Gabriel Syme was a very mild-looking mortal, with a fair, pointed beard and faint, yellow hair. But an impression grew **he that[7]** was less meek than he looked. He signalled his entrance by differing with the established poet, Gregory, upon the whole nature of poetry. He said that he (Syme) was poet of law, a poet of order; nay, he said he was a poet of respectability. So all the Saffron Parkers looked at him as if he had that moment fallen out of that impossible sky.

[1] Should be 'pleasant'.

[2] Should be 'bird-like'.

[3] Should be 'separate'.

[4] Should be 'dwarfish'.

[5] Delete second 'the'.

[6] Should be 'Saffron'.

[7] Should be 'that he'.

PROOFREADING EXERCISE 2

From 'The War of the Worlds' by H. G. Wells

NO one would have believed in the last years of the nineteenth century that this world was being watched keenly and closely by intelligences greater than man's and yet as mortal as his own; that as men busied themselves about their various concerns they were scrutinised and studied, perhaps almost as narrowly as a man with a microscope might scrutinise the transient creatures that swarm and multiply in a drop of water. With infinite complacency men went to and fro over this globe about their little affairs, serene in their assurance of their empire over matter. It is possible that the infusoria under the microscope do the same. No one gave a thought to the older world's of space as sources of human danger, or thought of them only to dismiss the idea of life upon them as impossible or improbable. It is curious to recall some of the mental habits of those departed days. At most terrestrial men fancied there might be other men upon Mars, perhaps inferior to themselves and ready to welcome a missionary enterprise. Yet across the gulf of space, minds that are to our minds as ours are to those of the beasts that perish, intellects vast and cool and unsympathetic, regarded this earth with envious eyes, and slowly and surely drew their plans against us. And early in the twentieth century came the great disillusionment.

The planet Mars, I scarcely need remind the reader, revolves about the sun at a mean distance of 140,000,000 miles, and the light and heat it receives from the sun is barely half of that received by this world. It must be, if the nebular hypothesis has any truth, older than our world; and long before this earth ceased to be molten, life upon its surface must have begun its course. The fact that it is scarcely one seventh of the volume of the earth must have accelerated its cooling to the temperature at which life could begin. It has air and water and all that is necessary for the support of animated existence.

Yet so vain is man, and so blinded by his vanity, that no writer, up to the very end of the nineteenth century, expressed any idea that intelligent life might have developed there far, or indeed at all, beyond its earthly level. Nor was it generally understood that since Mars is older than our earth, with scarcely a quarter of the superficial area and remoter from the sun, it necessarily follows that it is not only more distant from time's beginning but nearer its end.

The secular cooling that must someday overtake our planet has already gone far indeed with our neighbour. It's physical condition is still largely a mystery, but we know now that even in its equatorial region the midday temperature barely approaches that of our coldest winter. Its air is much more attenuated than ours, its oceans have shrunk until they cover but a third of its surface, and as its slow seasons change huge snowcaps gather and melt about either pole and periodically inundate its temperate zones. That last stage of exhaustion, which to us is still incredibly remote, has become a present-day problem for the inhabitants of Mars. The immediate pressure of necessity has brightened their intellects, enlarged their powers, and hardened their hearts. And looking across space with instruments, and intelligences such as we have scarcely dreamed of, they see, at its nearest distance only 35,000,000 of miles sunward of them, a morning star of hope, our own warmer planet, green with vegetation and grey with water, with a cloudy atmosphere eloquent of fertility, with glimpses through its drifting cloud whisps of broad stretches of populous country and narrow, navy-crowded seas.

And we men, the creatures who inhabit this earth, must be to them at least as alien and lowly as are the monkeys and lemurs to us. The intellectual side of man already admits that life is an incessant struggle for existence, and it would seem that this too is the belief of the minds upon Mars. Their world is far gone in its cooling and this world is still crowded with life, but crowded only with what they regard as inferior animals. To carry warfare sunward is, indeed, their only escape from the destruction that, generation after generation, creeps upon them.

And before we judge of them too harshly we must remember what ruthless and utter destruction our own species has wrought, not only upon animals, such as the vanished bison and the dodo, but upon its inferior races. The Tasmanians, in spite of their human likeness, were entirely swept out of existence in a war of extermination waged by European immigrants, in the space of fifty years. Are we such apostles of mercy as to complain if the Martians warred in the same spirit.

The Martians seem to have calculated their descent with amazing subtlety--their mathematical learning is evidently far in excess of ours--and to have carried out their preparations with a well-nigh perfect unanimity. Had our instruments permitted it, we might have seen the gathering trouble far back in the nineteenth century. Men like Schiaparelli watched the red planet--it is odd, by-the-bye, that for countless centuries Mars has been the star of war--but failed to interpret the fluctuating appearances of the markings they mapped so well. All that time the Martians must have been getting ready.

During the opposition of 1894 a great light was seen on the illuminated part of the disk, first at the Lick Observatory, then by Perrotin of Nice, and then by other observers. English readers heard of it first in the issue of *Nature* dated August 2. I am inclined to think that this blaze may have been the casting of the huge gun, in the vast pit sunk into their planet, from which their shots were fired at us. Peculiar markings, as yet unexplained, were seen near the site of that outbreak during the next two oppositions.

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NO one would have believed in the last years of the nineteenth century that this world was being watched keenly and closely by intelligences greater than **mans**[1] and yet as mortal as his own; that as men busied themselves about their various concerns they were scrutinised and studied, perhaps almost as narrowly as a man with a microscope might scrutinise the transient creatures that swarm and multiply in a drop of water. With infinite complacency men went to and fro over this globe about their little affairs, serene in their assurance of their empire over matter. It is possible that the infusoria under the microscope do the same. No one gave a thought to the older **world's**[2] of space as sources of human danger, or thought of them only to dismiss the idea of life upon them as impossible or improbable. It is curious to recall some of the mental habits of those departed days. At most terrestrial men fancied there might be other men upon Mars, perhaps inferior to themselves and ready to welcome a missionary enterprise. Yet across the gulf of space, minds that are to our minds as ours are to those of the beasts that perish, intellects vast and cool and unsympathetic, regarded this earth with envious eyes, and slowly and surely drew their plans against us. And early in the twentieth century came the great disillusionment.

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[1] Should be 'man's'

[2] Should be 'worlds'

[3] Should be 'Mars'

[4] Should be 'Its'

[5] Should be 'wisps'

[6] Should be 'spirit?'

[7] Should be 'subtlety'

PROOFREADING EXERCISE 3

From 'Oliver Twist' by Charles Dickens

FOR the next eight or ten months, Oliver was the victim of a systematic course of treachery and deception. He was brought up by hand. The hungry and destitute situation of the infant orphan was duly reported by the workhouse authorities to the parish authorities. The parish authorities inquired with dignity of the workhouse authorities, whether there was no female then domiciled in 'the house' who was in a situation to impart to Oliver Twist, the consolation and nourishment of which he stood in need. The workhouse authorities replied with humility, that there was not. Upon this, the parish authorities magnanimously and humanely resolved, that Oliver should be 'farmed,' or, in other words, that he should be dispatched to a branch-workhouse some three miles off, where twenty or thirty other juvenile offenders against the poor-laws, rolled about the floor all day, without the inconvenience of too much food or too much clothing, under the parental superintendence of an elderly female, who received the culprits at and for the consideration of sevenpence-halfpenny per small head per week. Sevenpence-halfpenny's worth per week is a good round diet for a child; a great deal may be got for sevenpence-halfpenny, quiet enough to overload its stomach, and make it uncomfortable. The elderly female was a woman of wisdom and experience; she knew what was good for children; and she had a very accurate perception of what was good for herself. So, she appropriated the greater part of the weekly stipend to her own use, and consigned the rising parochial generation to even a shorter allowance than was originally provided for them. Thereby finding in the lowest depth a deeper still; and proving herself a very great experimental philosopher.

Everybody knows the story of another experimental philosopher who had a great theory about a horse being able to live without eating, and who demonstrated it so well, that he had got his own horse down to a straw a day, and would unquestionably have rendered him a very spirited and rampacious animal on nothing at all, if he had not died, four-and-twenty hours before he was to have had his first comfortable bait of air. Unfortunately for, the experimental philosophy of the female to whose protecting care Oliver Twist was delivered over, a similar result usually attended the operation of *her* system; for at the very moment when the child had contrived to exist upon the smallest possible portion of the weakest possible food, it did perversely happen in eight and a half cases out of ten, either that it sickened from want and cold, or fell into the fire from neglect, or got half-smothered by accident; in any

one of which cases, the miserable little being was usually summoned into another world, and there gathered to the fathers it had never known in this.

Occasionally, when there was some more than usually interesting inquest upon a parish child who had been overlooked in turning up a bedstead, or inadvertently scalded to death when there happened to be a washing—though the latter accident was very scarce, anything approaching to a washing being of rare occurrence in the farm—the jury would take it into their heads to ask troublesome questions, or the parishioners would rebelliously affix their signatures to a remonstrance. But these impertinences were speedily checked by the evidence of the surgeon, and the testimony of the beadle; the former of whom had always opened the body and found nothing inside (which was very probable indeed), and the latter of whom invariably swore whatever the parish wanted; which was very self-devotional. Besides, the bored made periodical pilgrimages to the farm, and always sent the beadle the day before, to say they were going. The children were neat and clean to behold, when *they* went; and what more would the people have!

It cannot be expected that this system of farming would produce any very extraordinary or luxuriant crop. Oliver Twist's ninth birthday found him a pale thin child, somewhat diminutive in stature, and decidedly small in circumference. But nature or inheritance had implanted a good study spirit in Oliver's breast. It had had plenty of room to expand, thanks to the spare diet of the establishment; and perhaps to this circumstance may be attributed his having any ninth birthday at all. Be this as it may, however, it was his ninth birthday; and he was keeping it in the coal-cellar with a select party of two other young gentleman, who, after participating with him in a sound thrashing, had been looked up for atrociously presuming to be hungry, when Mrs. Mann, the good lady of the house, was unexpectedly startled by the apparition of Mr. Bumble, the beadle, striving to undo the wicket of the garden-gate.

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[1] The word 'workhouse' is duplicated

[2] Should be 'quite'

[3] Should be 'board'

[4] Full stop missing

[5] Should be 'sturdy'

[6] Should be 'locked'

You may well have come across some unusual words and phrasing. However, words like 'rampacious' and the apparently excessive use of punctuation were very much of Dickens' time. If these gave you pause for thought, that's great; it demonstrates that you have an eye for anomalies, an essential quality in a proofreader.

PROOFREADING EXERCISE 4

From 'A Scandal in Bohemia' by Arthur Conan Doyle

TO Sherlock Holmes she is always *the* woman. I have seldom heard him mention her under any other name. In his eyes she eclipses and predominates the whole of her sex. It was not that he felt any emotion akin to love for Irene Adler. All emotions, and that one particularly, were abhorrent to his cold, precise but admirably balanced mind. He was, I take it, the most perfect reasoning and observing machine that the world has seen, but as a lover he would have placed himself in a false position. He never spoke of the softer passions, save with a gibe and a sneer. They were admirable things for the observer—excellent for drawing the veil from men's motives and actions. But for the trained reasoner to admit such intrusions into his own delicate and finely adjusted temperament was to introduce a distracting factor which might throw a doubt upon all his mental results. Grit in a sensitive instrument, or a crack in one of his own high-power lenses, would not be more disturbing than a strong emotion in a nature such as his. And yet there was but one woman to him, and that woman was the late Irene Alder, of dubious and questionable memory.

I had seen little of Holmes lately. My marriage had drifted us away from each other. My own complete happiness, and the home-centred interests which rise up around the man who first finds himself master of his own establishment, were sufficient to absorb all my attention, while Holmes, who loathed every form of society with his whole Bohemian soul, remained in our lodgings in Baker Baker Street, buried among his old books, and alternating from week to week between cocaine and ambition, the drowsiness of the drug, and the fierce energy of his own keen nature. He was still, as ever, deeply attracted by the study of crime, and occupied his immense faculties and extraordinary powers of observation in following out those clues, and clearing up those mysteries which had been abandoned as hopeless by the official police. From time to time I heard some vague account of his doings: of his summons to Odessa in the case of the Trepoff murder, of his clearing up of the singular tragedy of the Atkinson brothers at Trincomalee, and finally of the mission which he had accomplished so delicately and successfully for the reigning family of Holland. Beyond these signs of his activity, however, which I merely shared with all the readers of the daily press, I knew little of my former friend and companion.

One night—it was on the twentieth of March, 1888—I was returning from a journey to a patient (for I had now returned to civil practice), when my way led me though Baker Street. As I passed the

well-remembered door, which must always be associated in my mind with my wooing, and with the dark incidents of the Study in Scarlet, I was seized with a keen desire to see Holmes again, and to know how he was employing his extraordinary powers. His rooms were brilliantly lit, and, even as I looked up, I saw his tall, spare figure pass twice in a dark silhouette against the blind. He was pacing the room swiftly, eagerly, with his head sunk upon his chest and his hands clasped behind him. To me, who knew his every mood and habit, his attitude and manner told their own story. He was at work again. He had risen out of his drug-created dreams and was hot upon the scent of some new problem. I rang the bell and was shown up to the chamber which had formerly been in part my own.

His manner was not effusive. It seldom was; but he was glad, I think, to see me. With hardly a word spoken, but with a kindly eye, he waved me to an armchair, threw across his case of cigars, and indicated a spirit case and a gasogene in the corner. Then he stood before the fire and looked me over in his singular introspective fashion.

“Wedlock suits you,” he remarked. “I think, Watson, that you have put on seven and a half pounds since I saw you.”

“Seven!” I answered.

“Indeed, I should have thought a little more. Just a trifle more, I fancy, Watson. And in practice again, I observe. You did not tell me that you intended to go into harness.”

“Then, how do you know?”

“I see it, I deduce it. How do I know that you have been getting yourself very wet lately, and that you have a most clumsy and careless servant girl?”

“My dear Holmes,” said I, “this is too much. You would certainly have been burned, had you lived a few centuries ago. It is true that I had a country walk on Thursday and came home in a dreadful mess, but as I have changed my clothes I can’t imagine how you deduce it. As to Mary Jane, she is incorrigible, and my wife has given her notice, but there, again, I fail to see how you work it out.’

He chuckled to himself and rubbed his long, nervous hands together.

PROOFREADING EXERCISE 4, ANSWERS.

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He chuckled to himself and rubbed his long, nervous hands together.

[1] Should be 'Adler'

[2] 'Baker' is duplicated

[3] Should be 'through'

[4] Full stop should be a question mark

[5] Should be 'incorrigible'

[6] Should be double quotation mark

PROOFREADING EXERCISE 5

From 'The Picture of Dorian Gray' by Oscar Wilde

THE studio was filled with the rich odour of roses, and when the light summer wind stirred amidst the trees of the garden, there came through the open door the heavy scent of the lilac, or the more delicate perfume of the pink-flowering thorn.

From the corner of the divan of Persian saddle-bags on which he was lying, smoking, as was his custom, innumerable cigarettes, Lord Henry Wotton could just catch the gleam of the honey-sweet and honey-coloured blossoms of a laburnum, whose tremulous branches seemed hardly able to bear the burden of a beauty so flamelike as theirs; and now and then the fantastic shadows of birds in flight flitted across the long tussore-silk curtains that were stretched in front of the huge window, producing a kind of momentary Japanese effect, and making him think of those pallid, jade-faced painters of Tokyo who, through the medium of an art that is necessarily immobile, seek to convey the sense of swiftness and motion. The sullen murmur of the bees shouldering their way through the long unmown grass, or circling with monotonous insistence round the dusty gilt horns of the straggling woodbine, seemed to make the stillness more oppressive. The dim roar of London was like the bourdon note of a distant organ.

In the centre of the room, clamped to an upright easel, stood the full-length portrait of a young man of extraordinary personal beauty, and in front of it, some little distance away, was sitting the artist himself, Basil Hallward, whose sudden disappearance some years ago caused, at the time, such public excitement and gave rise to so many strange conjectures.

As the painter looked at the gracious and comely form he had so skillfully mirrored in his art, a smile of pleasure passed across his face, and seemed about to linger there. But he suddenly started up, and closing his eyes, placed his fingers upon the lids, as though he sought to imprison within his brain some curious dream from which he feared he might awake.

"It is your best work, Basil, the best thing you have ever done," said Lord Henry languidly. "You must certainly send it next year to the Grosvenor. The Academy is too large and too vulgar. Whenever I have gone there, there have been either so many people that I have not been able to see the pictures, which was dreadful, or so many

pictures that I have not been able to see the people, which was worse. The Grosvenor is really the only place."

"I don't think I shall send it anywhere," he answered, tossing his head back in that odd way that used to make his friends laugh at him at Oxford. "No, I won't send it anywhere."

Lord Henry elevated his eyebrows and looked at him in amazement through the thin blue wreaths of smoke that curled up in such fanciful whorls from his heavy, opium-tainted cigarette. "Not send it anywhere? My dear fellow, why? Have you any reason? What odd chaps you painters are! You do anything in the world to gain a reputation. As soon as you have one, you seem to want to throw it away. It is silly of you, for there is only one thing in the world worse than being talked about, and that is not being talked about. A portrait like this would set you far above all the young men in England, and make the old men quite jealous, if old men are ever capable of any emotion."

"I know you will laugh at me," he replied, "but I really can't exhibit it. I have put too much of myself into it."

Lord Henry stretched himself out on the divan and laughed.

"Yes, I knew you would; but it is quite true, all the same."

"Too much of yourself in it! Upon my word, Basil, I didn't know you were so vain; and I really can't see any resemblance between you, with your rugged strong face and your coal-black hair, and this young Adonis, who looks as if he was made out of ivory and rose-leaves. Why, my dear Basil, he is a Narcissus, and you--well, of course you have an intellectual expression and all that. But beauty, real beauty, ends where an intellectual expression begins. Intellect is in itself a mode of exaggeration, and destroys the harmony of any face. The moment one sits down to think, one becomes all nose, or all forehead, or something horrid. Look at the successful men in any of the learned professions. How perfectly hideous they are! Except, of course, in the Church. But then in the Church they don't think. A bishop keeps on saying at the age of eighty what he was told to say when he was a boy of eighteen, and as a natural consequence he always looks absolutely delightful. Your mysterious young friend, whose name you have never told me, but whose picture really fascinates me, never thinks. I feel quite sure of that. He is some brainless beautiful creature who should be always here in winter when we have no flowers to look at, and always here in summer when we want something to chill our intelligence. Don't flatter yourself, Basil: you are not in the least like him"

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[1] Should be 'skilfully'

[2] Should be 'too'

[3] Should be 'resemblance'

[4] Should be 'whose'

[5] The word 'winter' has been duplicated

[6] Final full stop missing

PROOFREADING EXERCISE 6

From 'The Mysterious Affair at Styles' by Agatha Christie

THE intense interest aroused in the public by what was known at the time as "The Styles Case" has now somewhat subsided. Nevertheless, in view of the world-wide notoriety which attended it, I have been asked, both by my friend Poirot and the family themselves, to write an account of the whole story. This, we trust, will effectually silence the sensational rumours which still persist.

I will therefore briefly set down the circumstances which led to my being connected with the affair.

I had been invalided home from the Front; and, after spending some months in a rather depressing Convalescent Home, was given a month's sick leave. Having no near relations or friends, I was trying to make up my mind what to do, when I ran across John Cavendish. I had seen very little of him for some years. Indeed, I had never known him particularly well. He was a good fifteen years my senior, for one thing, though he hardly looked his forty-five years. As a boy, though, I had often stayed at Styles, his mother's place in Essex.

We had a good yarn about old times, and it ended in his inviting me down to Styles to spend my leave there.

"The mater will be delighted to see you again—after all those years," he added.

"Your mother keeps well?" I asked.

"Oh, yes. I suppose you know that she has married again?"

I am afraid I showed my surprise rather plainly. Mrs. Cavendish, who had married John's father when he was a widower with two sons, had been a handsome woman of middle-age as I remembered her. She certainly could not be a day less than seventy now. I recalled her as an energetic, autocratic personality, somewhat inclined to charitable and social notoriety, with a fondness for opening bizzarres and playing the Lady Bountiful. She was a most generous woman, and possessed a considerable fortune of her own.

Their country-place, Styles Court, had been purchased by Mr. Cavendish early in their married life. He had been completely under his wife's ascendancy, so much so that, on dying, he left the place to her for her lifetime, as well as the larger part of his income; an arrangement that was distinctly unfair to his two sons. Their step-mother, however, had always been most generous to them; indeed, they were so young at the time of their father's remarriage that they always thought of her as their own mother.

Lawrence, the younger, had been a delicate youth. He had qualified as a doctor but early relinquished the profession of medicine, and lived at home while pursuing literary ambitions; though his verses never had any marked success.

John practiced for some time as a barrister, but had finally settled down to the more congenial life of a country squire. He had married two years ago, and had taken his wife to live at Styles, though I entertained a shrewd suspicion that he would have preferred his mother to increase his allowance, which would have enabled him to have a home of his own. Mrs. Cavendish, however, was a lady who liked to make her own plans, and expected other people to fall in with them, and in this case she certainly had the whip hand, namely: the purse strings.

John noticed my surprise at the news of his mother's remarriage and smiled rather ruefully.

"Rotten little bounder too!" he said savagely. "I can tell you, Hastings, it's making life jolly difficult for us. As for Evie—you remember Evie?"

"No."

"Oh, I suppose she was after your time. She's the mater's factotum, companion, Jack of all trades! A great sport—old Evie! Not precisely young and beautiful, but as game as they make them."

"You were going to say——?"

"Oh, this fellow! He turned up from nowhere, on the pretext of being a second cousin or something of Evie's, though she didn't seem particularly keen to acknowledge the relationship. The fellow is an absolute outsider, anyone can see that. He's got great a black beard, and wears patent leather boots in all weathers! But the mater cottoned to him at once, took him on as secretary—you know how she's always running a hundred societies?"

I nodded.

"Well, of course the war has turned the hundreds into thousands. No doubt the fellow was very useful to here. But you could have knocked us all down with a feather when, three months ago, she suddenly announced that she and Alfred were engaged! The fellow must be at least twenty years younger than she is! It's simply bare-faced fortune hunting; but there you are—she is her own mistress, and she's married him."

"It must be a difficult situation for you all."

"Difficult! It's damnable!"

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I nodded.

"Well, of course the war has turned the hundreds into thousands. No doubt the fellow was very useful to here[8]. But you could have knocked us all down with a feather when, three months ago, she suddenly announced that she and Alfred were engaged! The fellow must be at least twenty years younger than she is! It's simply bare-faced fortune hunting; but there you are—she is her own mistress, and she's married him."

"It must be a difficult situation for you all."

"Difficult! It's damnable!"

[1] Should be 'mother's'

[2] Should be 'Styles'

[3] Should be 'Cavendish'

[4] Should be 'bazaars'

[5] Should be 'their'

[6] Wrong font used

[7] The words 'a' and 'great' have been transposed

[8] Should be 'her'

PROOFREADING EXERCISE 7

From 'Walden; or, Life in the Woods' by Henry David Thoreau

THE very simplicity and nakedness of man's life in the primitive ages imply this advantage, at least, that they left him still but a sojourner in nature. When he was refreshed with food and sleep, he contemplated his journey again. He dwelt, as it were, in a tent in this world, and was either threading the valleys, or crossing the plains, or climbing the mountain-tops. But lo! men have become the tools of their tools. The man who independently plucked the fruits when he was hungry is become a farmer; and he who stood under a tree for shelter, a housekeeper. We now no longer camp as for a night, but have settled down on earth and forgotten heaven. We have adopted Christianity merely as an improved method of *agri-*culture. We have built for this world a family mansion, and for the next a family tomb. The best works of art are the expression of man's struggle to free himself from this condition, but the effect of our art is merely to make this low state comfortable and that higher state to be forgotten. There is actually no place in this village for a work of *fine* art, if any had come down to us, to stand, for our lives, our houses and streets, furnish no proper pedestal for it. There is not a nail to hang a picture on, nor a shelf to receive the bust of a hero or a saint. When I consider how our houses are built and paid for, or not paid for, and their internal economy managed and sustained, I wonder that the floor does not give way under the visitor while he is admiring the gewgaws upon the mantlepiece, and let him through into the cellar, to some solid and honest though earthy foundation. I cannot but perceive that this so-called rich and refined life is a thing jumped at, and I do not get on in the enjoyment of the fine arts which adorn it, my attention being wholly occupied with the jump; for I remember that the greatest genuine leap, due to human muscles alone, on record, is that of certain wandering Arabs, who are said to have cleared twenty-five feet on level ground. Without factitious support, man is sure to come to earth again beyond that distance. The first question which I am tempted to put to the proprietor of such great impropriety is, Who bolsters you? Are you one of the ninety-seven who fail, or the three who succeed? Answer me these questions, and then perhaps I may look at your bawbles and find them ornamental. The cart before the horse is neither beautiful nor useful. Before we can adorn our houses with beautiful objects the walls must be stripped, and our lives must be stripped, and beautiful housekeeping and beautiful living be laid for a foundation: now, a taste for the beautiful is most cultivated out of doors, where there is no house and no housekeeper.

Old Johnson, in his "Wonder-Working Providence," speaking of the first settlers of this town, with whom he was contemporary, tells us that "they burrow themselves in the earth for their first shelter

under some hillside, and, casting the soil aloft upon timber, they make a smokey fire against the earth, at the highest side." They did not "provide them houses," says he, "till the earth, by the Lord's blessing, brought forth bread to feed them," and the first year's crop was so light that "they were forced to cut their bread very thin for a long season." The secretary of the Province of New Netherland, writing in Dutch, in 1650, for the information of those who wished to take up land there, states more particularly that "those in New Netherland, and especially in New England, who have no means to build farmhouses at first according to their wishes, dig a square pit in the ground, cellar fashion, six or seven feet deep, as long and as broad as they think proper, case the earth inside with wood all round the wall, and line the wood with the bark of trees or something else to prevent the caving in of the earth; floor this cellar with plank, and wainscot it overhead for a ceiling, raise a roof of spars clear up, and cover the spars with bark or green sods, so that they can live dry and warm in these houses with their entire families for two, three, and four years, it being understood that partitions are run through those cellars which are adapted to the size of the family. The wealthy and principal men in New England, in the beginning of the colonies, commenced their first dwelling-houses in this fashion for two reasons: firstly, in order not to waste time in building, and not to want food the next season; secondly, in order not to discourage poor laboring people whom they brought over in numbers from Fatherland. In the course of three or four years, when the country became adapted to agriculture, they built themselves handsome houses, spending on them several thousands."

In this course which our ancestors took there was a show of prudence at least, as if their principle were to satisfy the more pressing wants first. But are the more pressing wants satisfied now? When I think of acquiring for myself one of our luxurious dwellings, I am deterred, for, so to speak, the country is not yet adapted to *human* culture, and we are still forced to cut our *spiritual* bread far thinner than our forefathers did their wheaten. Not that all architectural ornament is to be neglected even in the rudest periods; but let our houses first be lined with beauty, where they come in contact with our lives, like the tenement of the shellfish, and not overlaid with it. But, alas! I have been inside one or two of them, and know what they are lined with

Though we are not so degenerate but that we might possibly live in a cave or a wigwam or wear skins today, it certainly is better to except the advantages, though so dearly bought, which the invention and industry of mankind offer. In such a neighborhood as this, boards and shingles, lime and bricks, are cheaper and more easily obtained than suitable caves, or whole logs, or bark in sufficient quantities, or even well-tempered clay or flat stones. I speak understandingly on this subject, for I have made myself acquainted with it both theoretically and practically. With a little more wit we might use these materials so as to become richer than

the richest now are, and make our civilization a blessing. The civilized man is a more experienced and wiser savage. But to make haste to my own experiment.

PROOFREADING EXERCISE 7, ANSWERS.

THE very simplicity and nakedness of man's life in the primitive ages imply this advantage, at least, that they left him still but a sojourner in nature. When he was refreshed with food and sleep, he contemplated his journey again. He dwelt, as it were, in a tent in this world, and was either threading the valleys, or crossing the plains, or climbing the mountain-tops. But lo! men have become the tools of their tools. The man who independently plucked the fruits when he was hungry is become a farmer; and he who stood under a tree for shelter, a housekeeper. We now no longer camp as for a night, but have settled down on earth and forgotten heaven. We have adopted Christianity merely as an improved method of *agri-*culture. We have built for this world a family mansion, and for the next a family tomb. The best works of art are the expression of man's struggle to free himself from this condition, but the effect of our art is merely to make this low state comfortable and that higher state to be forgotten. There is actually no place in this village for a work of *fine* art, if any had come down to us, to stand, for our lives, our houses and streets, furnish no proper pedestal for it. There is not a nail to hang a picture on, nor a shelf to receive the bust of a hero or a saint. When I consider how our houses are built and paid for, or not paid for, and their internal economy managed and sustained, I wonder that the floor does not give way under the visitor while he is admiring the gewgaws upon the mantelpiece[1], and let him through into the cellar, to some solid and honest though earthy foundation. I cannot but perceive that this so-called rich and refined life is a thing jumped at, and I do not get on in the enjoyment of the fine arts which adorn it, my attention being wholly occupied with the jump; for I remember that the greatest genuine leap, due to human muscles alone, on record, is that of certain wandering Arabs, who are said to have cleared twenty-five feet on level ground. Without factitious support, man is sure to come to earth again beyond that distance. The first question which I am tempted to put to the proprietor of such great impropriety is, Who bolsters you? Are you one of the ninety-seven who fail, or the three who succeed? Answer me these questions, and then perhaps I may look at your bawbles and find them ornamental. The cart before the horse is neither beautiful nor useful. Before we can adorn our houses with beautiful objects the walls must be stripped, and our lives must be stripped, and beautiful housekeeping and beautiful living be laid for a foundation: now, a taste for the beautiful is most cultivated out of doors, where there is no house and no housekeeper.

Old Johnson, in his "Wonder-Working Providence," speaking of the first settlers of this town, with whom he was contemporary, tells us that "they burrow themselves in the earth for their first shelter under some hillside, and, casting the soil aloft upon timber, they make a smokey[2] fire against the earth, at the highest side." They

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civilized man is a more experienced and wiser savage. But to make haste to my own experiment.

[1] Should be 'mantelpiece'

[2] Should be 'smoky'

[3] Should be '1650'. Although you may not have known the exact date, the fact that 'Walden' was published in the nineteenth century (1854) should have urged you to query this.

[4] Full stop missing

[5] Should be 'accept'

Note: The word 'bawbles' was correct in Thoreau's time; so, strictly speaking, this is not an error. If you picked up on this, however, well done – always better safe than sorry.

PROOFREADING EXERCISE 8

From 'The Duplicity of Hargraves' by O. Henry

WHEN Major Pendleton Talbot, of Mobile, sir, and his daughter, Miss Lydia Talbot, came to Washington to reside, they selected for a boarding place a house that stood fifty yards back from one of the quietest avenues. It was an old-fashioned brick building, with a portico upheld by tall white pillars. The yard was shaded by stately locusts and elms, and a catalpa tree in season rained its pink and white blossoms upon the grass. Rows of high box bushes lined the fence and walks. It was the Southern style and aspect of the place that pleased the eyes of the Talbots.

In this pleasant private boarding house they engaged rooms, including a study for Major Talbot, who was adding the finishing chapters to his book, *Anecdotes and Reminiscences of the Alabama Army, Bench, and Bar*.

Major Talbot was of the old, old South. The present day had little interest or excellence in his eyes. His mind lived in that period before the Civil War when the Talbots owned thousands of acres of fine cotton land and the slaves to till them; when the family mansion was the scene of princely hospitality, and drew its guests from the aristocracy of the South. Out of that period he had brought all its old pride and scruples of honor, an antiquated and punctillious politeness, and (you would think) its wardrobe.

Such clothes were surely never made within fifty years. The Major was tall, but whenever he made that wonderful, archaic genuflexion he called a bow, the corners of his frock coat swept the floor. That garment was a surprise even to Washington, which has long ago ceased to shy at the frocks and broad-brimmed hats of Southern Congressmen. One of the boarders christened it a "Father Hubbard," and it certainly was high in the waist and full in the skirt.

But the major, with all his queer clothes, his immense area of plaited, raveling shirt bosom, and the little black string tie with the bow always slipping on one side, both was smiled at and liked in Mrs. Vardeman's select boarding house. Some of the young department clerks would often "string him," as they called it, getting him started upon the subject dearest to him—the traditions and history of his beloved Southland. During his talks he would quote freely from the 'Anecdotes and Reminiscences'. But they were very careful not to let him see their designs, for in spite of his sixty-eight years he could make the boldest of them uncomfortable under the steady regard of his piercing gray eyes.

Miss Lydia was a plump, little old maid of thirty-five, with smoothly drawn, tightly twisted hair that made her look still older.

Old-fashioned, too, she was; but antebellum glory did not radiate from her as it did from the Major. She possessed a thrifty common sense, and it was she who handled the finances of the family, and met all comers when there were bills to pay. The Major regarded board bills and wash bills as contemptible nuisances. They kept coming in so persistently and so often. Why, the Major wanted to know, could they not be filed and paid in a lump sum at some convenient period—say when the *Anecdotes and Reminiscences* had been published and paid for? Miss Lydia would calmly go on with her sewing and say, "We'll pay as we go as long as the money lasts, and then perhaps they'll have to lump it."

Most of Mrs. Vardeman's boarders were away during the day, being nearly all department clerks and business men; but there was one of them who was about the house a great deal from morning to night. This was a young man named Henry Hopkins Hargraves—every one in the house addressed him by his full name—who was engaged at one of the popular vaudeville theaters. Vaudeville has risen to such a respectable plane in the last few years, and Mr. Hargraves was such a modest and well-mannered person, that Mrs. Vardeman could find no objection to enrolling him upon her list of boarders.

At the theater Hargraves was known as an all-round dialect comedian, having a large repertoire of German, Irish, Swede, and black-face specialties. But Mr. Hargraves was ambitious, and often spoke of his great desire to succeed in legitimate comedy.

This young man appeared to conceive a strong fancy for Major Talbot. Whenever that gentleman would begin his Southern reminiscences, or repeat some of the liveliest of the anecdotes, Hargraves could always be found, the most attentive among his listeners.

For a time the Major showed an inclination to discourage the advances of the "play actor," as he privately termed him; but soon the young man's agreeable manner and indubitable appreciation of the old gentlemen's stories completely won him over.

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But the **major[2]**, with all his queer clothes, his immense area of plaited, raveling shirt bosom, and the little black string tie with the bow always slipping on one side, both was smiled at and liked in Mrs. Vardeman's select boarding house. Some of the young department clerks would often "string him," as they called it, getting him started upon the subject dearest to him—the traditions and history of his beloved Southland. During his talks he would quote freely from the **Anecdotes and Reminiscences[3]**. But they were very careful not to let him see their designs, for in spite of his sixty-eight years he could make the boldest of them uncomfortable under the steady regard of his piercing gray eyes.

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This young man appeared to conceive a strong fancy for Major Talbot. Whenever that gentleman would begin his Southern reminiscences, or repeat some of the liveliest of the anecdotes, **Hargreaves**[5] could always be found, the most attentive among his listeners.

For a time the Major showed an inclination to discourage the advances of the "play actor," as he privately termed him; but soon the young man's agreeable manner and indubitable appreciation of the old **gentlemans**[6] stories completely won him over.

[1] Should be 'punctilious'

[2] Should be 'Major'

[3] Should be italicized as established earlier in the text

[4] Should be 'enrolling'

[5] Should be 'Hargraves'

[6] Should be 'gentleman's'

Note. The spelling of 'genuflexion' is correct for the period in which this story was published, so I haven't highlighted it as an

error. If you spotted and queried it, excellent. Likewise the use of 'every one' instead of 'everyone'.

PROOFREADING EXERCISE 9

From 'Metamorphosis' by Franz Kafka

Translated by David Wyllie

ONE morning, when Gregor Samsa woke from troubled dreams, he found himself transformed in his bed into a horrible vermin. He lay on his armour-like back, and if he lifted his head a little he could see his brown belly, slightly domed and divided by arches into stiff sections. The bedding was hardly able to cover it and seemed ready to slide off any moment. His many legs, pitifully thin compared with the size of the rest of him, waved about helplessly as he looked.

"What's happened to me?" he thought. It wasn't a dream. His room, a proper human room although a little too small, lay peacefully between its four familiar walls. A collection of textile samples lay spread out on the table - Samsa was a travelling salesman - and above it there hung a picture that he had recently cut out of an illustrated magazine and housed in a nice, gilded frame. It showed a lady fitted out with a fur hat and fur boa who sat upright, raising a heavy fur muff that covered the whole of her lower arm towards the viewer.

Gregory then turned to look out the window at the dull weather. Drops of rain could be heard hitting the pane, which made him feel quite sad. "How about if I sleep a little bit longer and forget all this nonsense", he thought, but that was something he was unable to do because he was used to sleeping on his right, and in his present state couldn't get into that position. However hard he threw himself onto his right, he always rolled back to where he was. He must have tried it a hundred times, shut his eyes so that he wouldn't have to look at the floundering legs, and only stopped when he began to feel a mile, dull pain there that he had never felt before.

"Oh, God", he thought, "what a strenuous career it is that I've chosen! Travelling day in and day out. Doing business like this takes much more effort than doing you're own business at home, and on top of that there's the curse of travelling, worries about making train connections, bad and irregular food, contact with different people all the time so that you can never get to know anyone or become friendly with them. It can all go to Hell!" He felt a slight itch up on his belly; pushed himself slowly up on his back towards the headboard so that he could lift his head better; found where the itch was, and saw that it was covered with lots of little white spots which he didn't know what to make of; and when he tried to feel the place with one of his legs he drew it quickly back because as soon as he touched it he was overcome by a cold shudder.

He slid back into his former position. "Getting up early all the time", he thought, "it makes you stupid. You've got to get enough sleep. Other travelling salesmen live a life of luxury. For instance, whenever I go back to the guest house during the morning to copy out the contract, these gentlemen are always still sitting there eating their breakfasts. I ought to just try that with my boss; I'd get kicked out on the spot. But who knows, maybe that would be the best thing for me. If I didn't have my parents to think about I'd have given in my notice a long time ago, I'd have gone up to the boss and told him just what I think, tell him everything I would, let him know just what I feel. He'd fall right off his desk! And it's a funny sort of business to be sitting up there at your desk, talking down at your subordinates from up there, especially when you have to go right up close because the boss is hard of hearing. Well, there's still some hope; once I've got the money together to pay off my parents' debt to him - another five or six years I suppose - that's definitely what I'll do. That's when I'll make the big change. First of all though, I've got to get up, my train leaves at five."

And he looked over at the alarm clock, ticking on the chest of drawers. "God in Heaven!" he thought. It was half past six and the hands were quietly moving forwards, it was even later than half past, more like quarter to seven. Had the alarm clock not rung? He could see from the bed that it had been set for four o'clock as it should have been; it certainly must have rung. Yes, but was it possible to quietly sleep through that furniture-rattling noise? True, he had not slept peacefully, but probably all the more deeply because of that. What should he do now? The next train went at seven; if he were to catch that he would have to rush like mad and the collection of samples was still not packed, and he did not at all feel particularly fresh and lively. And even if he did catch the train he would not avoid his boss's anger as the office assistant would have been there to see the five o'clock train go, he would have put in his report about Gregor's not being there a long time ago. The office assistant was the boss's man, spineless, and with no understanding. What about if he reported sick? But that would be extremely strained and suspicious as in fifteen years of service Gregory had never once yet been ill. His boss would certainly come round with the doctor from the medical insurance company, accuse his parents of having a lazy son, and accept the doctor's recommendation not to make any claim as the doctor believed that no-one was ever ill but that many were workshy. And what's more, would he have been entirely wrong in this case? Gregor did in fact, apart from excessive sleepiness after sleeping for so long, feel completely well and even felt much hungrier than usual.

He was still hurriedly thinking all this through, unable to decide to get out of the bed, when the clock struck quarter to seven. There was a cautious knock at the door near his head. "Gregor", somebody called - it was his mother - "it's quarter to seven. Didn't you want to go somewhere." That gentle voice! Gregor was shocked when he

heard his own voice answering, it could hardly be recognised as the voice he had had before. As if from deep inside him, there was a painful and uncontrollable squeaking mixed in with it, the words could be made out at first but then there was a sort of echo which made them unclear, leaving the hearer unsure whether he had heard properly or not. Gregor had wanted to give a full answer and explain everything, but in the circumstances contented himself with saying: "Yes, mother, yes, thank-you, I'm getting up now." The change in Gregor's voice probably could not be noticed outside through the wooden door, as his mother was satisfied with this explanation and shuffled away. But this short conversation made the other members of the family aware that Gregor, against their expectations was still at home, and soon his father came knocking at one of the side doors, gently, but with his fist. "Gregor, Gregor", he called, "what's wrong?" And after a short while he called again with a warning deepness in his voice: "Gregor! Gregor!" At the other side door his sister came plaintively: "Gregor? Aren't you well? Do you need anything?" Gregor answered to both sides: "I'm ready, now", making an effort to remove all the strangeness from his voice by enunciating very carefully and putting long pauses between each, individual word. His father went back to his breakfast, but his sister whispered: "Gregor, open the door, I beg of you." Gregor, however, had no thought of opening the door, and instead congratulated himself for his cautious habit, acquired from his travelling, of locking all doors at night even when he was at home.

The first thing he wanted to do was to get up in peace without being disturbed, to get dressed, and most of all to have his breakfast. Only then would he consider what to do next, as he was well aware that he would not bring his thoughts to any sensible conclusions by lying in bed. He remembered that he had often felt a slight pain in bed, perhaps caused by lying awkwardly, but that had always turned out to be pure imagination and he wondered how his imaginings would slowly resolve themselves today. He did not have the slightest doubt that the change in his voice was nothing more than the first sign of a serious cold, which was an occupational hazard for travelling salesmen.

PROOFREADING EXERCISE 9, ANSWERS.

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Gregory[1] then turned to look out the window at the dull weather. Drops of rain could be heard hitting the pane, which made him feel quite sad. "How about if I sleep a little bit longer and forget all this nonsense", he thought, but that was something he was unable to do because he was used to sleeping on his right, and in his present state couldn't get into that position. However hard he threw himself onto his right, he always rolled back to where he was. He must have tried it a hundred times, shut his eyes so that he wouldn't have to look at the floundering legs, and only stopped when he began to feel a **mile**[2], dull pain there that he had never felt before.

"Oh, God", he thought, "what a strenuous career it is that I've chosen! Travelling day in and day out. Doing business like this takes much more effort than doing **you're**[3] own business at home, and on top of that there's the curse of travelling, worries about making train connections, bad and irregular food, contact with different people all the time so that you can never get to know anyone or become friendly with them. It can all go to Hell!" He felt a slight itch up on his belly; pushed himself slowly up on his back towards the headboard so that he could lift his head better; found where the itch was, and saw that it was covered with lots of little white spots which he didn't know what to make of; and when he tried to feel the place with one of his legs he drew it quickly back because as soon as he touched it he was overcome by a cold shudder.

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And he looked over at the alarm clock, ticking on the chest of drawers. "God in Heaven!" he thought. It was half past six and the hands were quietly moving forwards, it was even later than half past, more like quarter to seven. Had the alarm clock not rung? He could see from the bed that it had been set for four o'clock as it should have been; it certainly must have rung. Yes, but was it possible to quietly sleep through that furniture-rattling noise? True, he had not slept peacefully, but probably all the more deeply because of that. What should he do now? The next train went at seven; if he were to catch that he would have to rush like mad and the collection of samples was still not packed, and he did not at all feel particularly fresh and lively. And even if he did catch the train he would not avoid his boss's anger as the office assistant would have been there to see the five o'clock train go, he would have put in his report about Gregor's not [4]being there a long time ago. The office assistant was the boss's man, spineless, and with no understanding. What about if he reported sick? But that would be extremely strained and suspicious as in fifteen years of service Gregory[5] had never once yet been ill. His boss would certainly come round with the doctor from the medical insurance company, accuse his parents of having a lazy son, and accept the doctor's recommendation not to make any claim as the doctor believed that no-one was ever ill but that many were workshy. And what's more, would he have been entirely wrong in this case? Gregor did in fact, apart from excessive sleepiness after sleeping for so long, feel completely well and even felt much hungrier than usual.

He was still hurriedly thinking all this through, unable to decide to get out of the bed, when the clock struck quarter to seven. There was a cautious knock at the door near his head. "Gregor", somebody called - it was his mother - "it's quarter to seven. Didn't you want to go somewhere.[6]" That gentle voice! Gregor was shocked when he heard his own voice answering, it could hardly be recognised as the voice he had had before. As if from deep inside him, there was a painful and uncontrollable squeaking mixed in with it, the words

could be made out at first but then there was a sort of echo which made them unclear, leaving the hearer unsure whether he had heard properly or not. Gregor had wanted to give a full answer and explain everything, but in the circumstances contented himself with saying: "Yes, mother, yes, thank-you, I'm getting up now." The change in Gregor's voice probably could not be noticed outside through the wooden door, as his mother was satisfied with this explanation and shuffled away. But this short conversation made the other members of the family aware that Gregor, against their expectations was still at home, and soon his father came knocking at one of the side doors, gently, but with his fist. "Gregor, Gregor", he called, "what's wrong?" And after a short while he called again with a warning deepness in his voice: "Gregor! Gregor!" At the other side door his sister came plaintively: "Gregor? Aren't you well? Do you need anything?" Gregor answered to both sides: "I'm ready, now", making an effort to remove all the strangeness from his voice by enunciating very carefully and putting long pauses between each, individual word. His father went back to his breakfast, but his sister whispered: "Gregor, open the door, I beg of you." Gregor, however, had no thought of opening the door, and instead congratulated himself for his cautious habit, acquired from his travelling, of locking all doors at night even when he was at home.

[7]The first thing he wanted to do was to get up in peace without being disturbed, to get dressed, and most of all to have his breakfast. Only then would he consider what to do next, as he was well aware that he would not bring his **thoughts**[8] to any sensible conclusions by lying in bed. He remembered that he had often felt a slight pain in bed, perhaps caused by lying awkwardly, but that had always turned out to be pure imagination and he wondered how his imaginings would slowly resolve themselves today. **He did not have the slightest doubt that the change in his voice was nothing more than the first sign of a serious cold, which was an occupational hazard for travelling salesmen.**[9]

[1] Should be 'Gregor'

[2] Should be 'mild'

[3] Should be 'your'

[4] There is an extra space after 'not'

[5] 'Gregory' has made an unwelcome return

[6] Full stop should be a question mark

[7] First line of new paragraph should be indented

[8] Should be 'thoughts'

[9] Wrong font

PROOFREADING EXERCISE 10

From 'Etiquette' by Emily Post

NEARLY all the faults or mistakes in conversation are caused by not thinking. For instance, a first rule for behavior in society is: "Try to do and say those things only which will be agreeable to others." Yet how many people, who really know better, people who are perfectly capable of intelligent understanding if they didn't let their brains remain asleep or locked tight, go night after night to dinner parties, day after day to other social gatherings, and absent-mindedly prate about this or that without ever taking the trouble to *think* what they are saying and to whom they are saying it! Would a young mother describe twenty or thirty cunning tricks and sayings of the baby to a bachelor who has been helplessly put beside her at dinner if she *thought*? She would know very well, alas! that not even a very dear friend would really care for more than a *hors d'oeuvre* of the subject, at the board of general conversation.

The older woman is even worse, unless something occurs (often when it is too late) to make her wake up and realize that she not only bores her hearers but prejudices everyone against her children by the unrestraint of her own praise. The daughter who is continually lauded as the most captivating and beautiful girl in the world, seems to the wearied perceptions of enforced listeners annoying and plain. In the same way the "magnificent" son is handicapped by his mother's—or his father's—overweening pride and love in exact proportion to its displayed intensity. On the other hand, the neglected wife, the unappreciated husband, the misunderstood child, takes on a glamor in the eyes of others equally out of proportion. That great love has seldom perfect wisdom is one of the great tragedies in the drama of life. In the case of the overloving wife or mother, some one should love *her* enough to make her *stop and think* that her loving praise is not merely a question of boring her hearers but of handicapping unfairly those for whom she would gladly lay down her life—and yet few would have the courage to point out to her that she would far better lay down her tongue.

The cynics say that those who take part in social conversation are bound to be either the bores or the board; and that which you choose to be, is a mere matter of selection. And there must be occasions in the life of everyone when the cynics seem to be right; the man of affairs who, sitting next to an attractive looking young woman, is regaled throughout dinner with the detailed accomplishments of the young woman's husband; the woman of intellect who must listen with interest to the droolings of an especially prosy man who holds forth on the super-everything of his

own possessions, can not very well consider that the evening was worth dressing, sitting up, and going out for.

People who talk too easily are apt to talk too much, and at times imprudently, and those with vivid imagination are often unreliable in their statements. On the other hand the "man of silence" who never speaks except when he has something "worth while" to say, is apt to wear well among his intimates, but is not likely to add much to the gaiety of a party.

Try not to repeat yourself; either by telling the same story again and again or by going back over details of your narrative that seemed especially to interest or amuse your hearer. Many things are of interest when briefly told and for the first time; *nothing* interests when too long dwelt upon; little interests that is told a second time. The exception is something very pleasant that you have heard about A. or more especially A.'s child, which having already told A. you can then tell B., and later C. in A.'s presence. Never do this as a habit, however, and never drag the incident into the conversation merely to flatter A., since if A. is a person of taste, he will be far more apt to resent than be pleased by flattery that borders on the fulsome.

Be careful not to let amiable discussion turn into contradiction and argument. The tactful person keeps his prejudices to himself himself and even when involved in a discussion says quietly "No. I don't think I agree with you" or "It seems to me thus and so." One who is well-bred never says "You are wrong!" or "Nothing of the kind!" If he finds another's opinion utterly opposed to his own, he switches to another subject for a pleasanter channel of conversation.

When someone is talking to you, it is inconsiderate to keep repeating "What did you say." Those who are deaf are often, obliged to ask that a sentence be repeated. Otherwise their irrelevant answers would make them appear halfwitted. But countless persons with perfectly good hearing say "What?" from force of habit and careless inattention.

PROOFREADING EXERCISE 10, ANSWERS.

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When **someone**[5] is talking to you, it is inconsiderate to keep repeating "What did you say."**[6]** Those who are deaf are often, obliged to ask that a sentence be repeated. Otherwise their irrelevant answers would make them appear **halfwitted**[7]. But countless persons with perfectly good hearing say "What?" from force of habit and careless inattention.

[1] Should be 'board'

[2] Should be 'dinner'

[3] The word 'himself' is duplicated

[4] Should be 'another's'

[5] Should be 'some one'*

[6] Full point should be a question mark

[7] Should be 'half-witted'

*Note. There are a few spellings here that are 'of their time'. For example 'glamor', 'some one', 'worth while' and 'can not'. It could be argued that these should be 'corrected'. However, it depends on the purpose of the text. If it is being modernized for a contemporary audience, then yes, put your red pen to work. If you are attempting to recreate and preserve the original, then leave it be. Whatever the case, consistency is essential – both 'some one' and 'someone' can't be right.

PROOFREADING EXERCISE 11

From 'Tales of Folk and Fairies' by Katharine Pyle

THERE was once a lad, and what his real name was nobody remembered, unless it was the mother who bore him; but what every one called him was Ashipattle. They called him that because he sat among the ashes to warm his toes.

He had six older brothers, and they did not think much of him. All the tasks they scorned to do themselves they put upon Ashipattle. He gathered the sticks for the fire, he swept the floor, he cleaned the byre, he ran the errands, and all he got for his pains were kicks and cuffs and mocking words. Still he was a merry fellow, and as far as words went he gave his brothers as good as they sent.

Ashipattle had one sister, and she was very good and kind to him. In return for her kindness he told her long stories of trolls and giants and heros and brave deeds, and as long as he would tell she would sit and listen. But his brothers could not stand his stories, and used to throw clods at him to make him be quiet. They were angry because Ashipattle was always the hero of his own storeys, and in his tales there was nothing he dared not do.

Now while Ashipattle was still a lad, but a tall, stout one, a great misfortune fell upon the kingdom, for a Stoorworm rose up out of the sea; and of all Stoorworms it was the greatest and the worst. For this reason it was called the Meester Stoorworm. Its length stretched half around the world, its one eye was as red as fire, and its breath was so poisonous that whatever it breathed upon was withered.

There was great fear and lamentation throughout the land because of the worm, for every day it drew nearer to the shore, and every day the danger from it grew greater. When it was first discovered it was so far away that its back was no more than a low, long, black line upon the horizon, but soon it was near enough for them to see the horns upon its back, and its scales, and its one fierce eye, and its nostrils that breathed out and in.

In their fear the people cried upon the King to save them from the monster, but the King had no power to save them more than any other man. His sword, Snickersnapper, was the brightest and sharpest and most wonderful sword in all the world, but it would need a longer sword than Snickersnapper to pierce through that

great body to the monster's heart. The king summoned his councillors,—all the wisest men in the kingdom,—and they consulted and talked together, but none of them could think of any plan to beat or drive the Stoorworm off, so powerful it was.

Now there was in that country a sorcerer, and the King had no love for him. Still, when all the wisemen and councillors could think of no plan for destroying the Stormworm, the King said, "Let us send for this sorcerer, and have him brought before us, and hear what he has to say; for 'twould seem there is no help in any of us for this evil that has come upon us."

So the sorcerer was brought, and he stood up in the council and looked from one to another. Last of all he looked at the King, and there his eyes rested.

"There is one way, and only one," said he, "by which the land can be saved from destruction. Let the King's only daughter, the Princess Gemlovely, be given to the Stoorworm as a sacrifice, and he will be satisfied and quit us."

No sooner had the sorcerer said this than a great tumult arose in the council. The councillors were filled with horror, and cried aloud that the sorcerer should be torn to pieces for speaking such words.

But the King arose and bade them be silent,—and he was as white as death.

"Is this the only way to save my people?" he asked.

"It is the only way I know of," answered the sorcerer.

The King stood still and white for a time. "Then," said he, "if it is the only way, so let it be. But first let it be proclaimed, far and wide throughout my kingdom, that there is an heroic deed to be done. Whosoever will do battle with the Stoorworm and slay it, or drive it off, shall have the Princess Gemlovely for a bride, and the half of my kingdom, and my sword Snickersnapper for his own; and after my death he shall rule as king over all the realm."

Then the King dismissed the Council, and they went away in silence, with dark and heavy looks.

A proclamation was sent out as the King commanded, saying that whoever could kill the Stoorworm or drive it away should have the Princess, and the half of the kingdom as a reward, and the King's sword, and after the King's death should reign over the whole realm.

When this news went out many a man wished he might win these three prizes for himself, for what better was there to be desired than a beautiful wife, a kingdom to reign over, and the most famous sword in all the world. But fine as were the prizes, only six-and-thirty bold hearts came to offer themselves for the task, so great was the fear of the Stoorworm. Of this number the first twelve who looked at the Stoorworm fell ill at sight of him and had to be carried home. The next twelve did not stay to be carried, but ran home on their own legs and shut themselves up in strong fortresses; and the last twelve stayed at the King's palace with their hearts in their stomachs, and their wrists too weak with fear to strike a blow, even to win a kingdom.

So there was nothing left but for the Princess to be offered up to the Stoorworm, for it was better that one should be lost, even though that one were the Princess, than that the whole country should be destroyed.

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[1] Should be 'heroes'

[2] Should be 'stories'

[3] Should be 'its'

[4] Should be 'King'

[5] Should be 'Stoorworm'

[6] Should be 'councillors'

[7] Should be 'King's'

[8] Should be 'Princess'

Note. 'Byre' is an Old English word for 'cowshed'. A 'stoorworm' is a type of dragon or sea serpent from Celtic

mythology. 'Meester [or Master] Stoorworm' was a particularly fierce stoorworm.

PROOFREADING EXERCISE 12

From 'My Man Jeeves' by P.G. Wodehouse

Jeeves—my man, you know—is really a most extraordinary chap. So capable. Honestly, I shouldn't know what to do without him. On broader lines he's like those chappies who sit peering sadly over the marble battlements at the Pennsylvania Station in the place marked "Inquiries." You know the Johnnies I mean. You go up to them and say: "When's the next train for Melonsquashville, Tennessee?" and they reply, without stopping to think, "Two-forty-three, track ten, change at San Francisco." And they're right every time. Well, Jeeves gives you just the same impression of omniscience.

As an instance of what I mean, I remember meeting Monty Byng in Bond Street one morning, looking the last word in a grey check suit, and I felt I should never be happy till I had one like it. I dug the address of the tailors out of him, and had them working on the thing inside the hour.

"Jeeves," I said that evening. "I'm getting a check suit like that one of Mr. Byng's."

"Injudicious, sir," he said firmly. "It will not become you."

"What absolute rot! It's the soundest thing I've struck for years."

"Unsuitable for you, sir."

Well, the long and the short of it was that the confounded thing came home, and I put it on, and when I caught sight of myself in the glass I nearly swooned. Jeeves was perfectly right. I looked a cross between a music-hall comedian and a cheap bookie. Yet Monty had looked fine in absolutely the same stuff. These things are just Life's mysteries, and that's all there is to it.

But it isn't only that Jeeves's judgment about clothes is infallible, though, of course, that's really the main thing. The man knows everything. There was the matter of that tip on the "Lincolnshire." I forget now how I got it, but it had the aspect of being the real, red-hot tabasco.

"Jeeves," I said, for I'm fond of the man, and like to do him a good turn when I can, "if you want to make a bit of money have something on Wonderchild for the 'Lincolnshire.'"

He shook his head.

"I'd rather not, sir."

"But it's the straight goods. I'm going to put my shirt on him."

"I do not recommend it, sir. The animal is not intended to win. Second place is what the stable is after."

Perfect piffle, I thought, of course. How the deuce could Jeeves know anything about it? Still, you know what happened. Wonderchild led till he was breathing on the wire, and then Banana Fritter came along and nosed him out. I went straight home and rang for Jeeves.

"After this," I said, "not another step for me without your advice. From now on consider yourself the brains of the establishment."

"Very good, sir. I shall endeavour to give satisfaction."

And he has, by Jove! I'm a bit short on brain myself; the old bean would appear to have been constructed more for ornament than for use, don't you know; but give me five minutes to talk the thing over with Jeeves, and I'm game to advise any one about anything. And that's why, when Bruce Corcoran came to me with his troubles, my first act was to ring the bell and put it up to the lad with the bulging forehead.

"Leave it to Jeeves," I said.

I first got to know Corky when I came to New York. He was a pal of my cousin Gussie, who was in with a lot of people down Washington Square way. I don't know if I ever told you about it, but the reason why I left England was because I was sent over by my Aunt Agatha to try to stop young Gussie marrying a girl on the vaudeville stage, and I got the whole thing so mixed up that I decided that it would be a sound scheme for me to stop on in America for a bit instead of going back and having long cosy chats about the thing with aunt. So I sent Jeeves out to find a decent apartment, and settled down for a bit of exile. I'm bound to say that

New York's a topping place to be exiled in. Everybody was awfully good to me, and there seemed to be plenty of things going on, and I'm a wealthy bird, so everything was fine. Chappies introduced me to other chappies, and so on and so forth, and it wasn't long before I knew squads of the right sort, some who rolled in dollars in houses up by the Park, and others who lived with the gas turned down mostly around Washington Square—artists and writers and so forth. Brainy coves.

Corky was one of the artists. A portrait-painter, he called himself, but he hadn't painted any portraits. He was sitting on the side-lines with a blanket over his shoulders, waiting for a chance to get into the game. You see, the catch about portrait-painting—I've looked into the thing a bit—is that you can't start painting portraits till people come along and ask you to, and they won't come and ask you to until you've painted a lot first. This makes it kind of difficult for a chappie. Corkey managed to get along by drawing an occasional picture for the comic papers—he had rather a gift for funny stuff when he got a good idea—and doing bedsteads and chairs and things for the advertisements. His principal source of income, however, was derived from biting the ear of a rich uncle—one Alexander Worple, who was in the jute business. I'm a bit foggy as to what jute is, but its apparently something the populace is pretty keen on, for Mr. Worple had made quite an indecently large stack out of it.

Now, a great many fellows think that having a rich uncle is a pretty soft snap: but, according to Corky, such is not the case. Corky's uncle was a robust sort of cove, who looked like living for ever. He was fifty-one, and it seemed as if he might go to par. It was not this, however, that distressed poor old Corky, for he was not bigoted and had no objection to the man going on living. What Corky kicked at was the way the above Worple used to harry him.

Corky's uncle, you see, didn't want him to be an artist. He didn't think he had any talent in that direction. He was always urging him to chuck Art and go into the jute business and start at the bottom and work his way up. Jute had apparently become a sort of obsession with him. He seemed to attach almost a spiritual importance to it. And what Corky said was that, while he didn't know what they did at the bottom of the jute business, instinct told him that it was something too beastly for words. Corky, moreover, believed in his future as an artist. Some day, he said, he was going to make a hit. Meanwhile, by using the utmost tact and persuasiveness, he was inducing his uncle to cough up very grudgingly a small quarterly allowance.

He wouldn't have got this if his uncle hadn't had a hobby. Mr. Worple was peculiar in this respect. As a rule, from what I've observed, the American captain of industry doesn't do anything out of business hours. When he has put the cat out and locked up the office for the night, he just relapses into a state of coma from which he emerges only to start being a captain of industry again. But Mr. Worple in his spare time was what is known as an ornithologist. He had written a book called *American Birds*, and was writing another, to be called *More American Birds*. When he had finished that, the presumption was that he would begin a third, and keep on till the supply of American birds gave out. Corky used to go to him about once every three months and let him talk about American birds. Apparently you could do what you liked with old Worple if you gave him his head first on his pet subject, so these little chats used to make Corky's allowance all right for the time being. But it was pretty rotten for the poor chap. There was the frightful suspense, you see, and, apart from that, birds, except when broiled and in the society of a cold bottle, bored him stiff.

To complete the character-study of Mr. Worple, he was a man of extremely uncertain temper, and his general tendency was to think that Corky was a poor chump and that whatever step he took in any direction on his own account, was just another proof of his innate idiocy. I should imagine Jeaves feels very much the same about me.

PROOFREADING EXERCISE 12, ANSWERS.

JEEVES—my man, you know—is really a most extraordinary chap. So capable. Honestly, I shouldn't know what to do without him. On broader lines he's like those chappies who sit peering sadly over the marble battlements at the Pennsylvania Station in the place marked "Inquiries." You know the Johnnies I mean. You go up to them and say: "When's the next train for Melonsquashville, Tennessee?" and they reply, without stopping to think, "Two-forty-three, track ten, change at San Francisco." And they're right every time. Well, Jeeves gives you just the same impression of omniscience.

As an instance of what I mean, I remember meeting Monty Byng in Bond Street one morning, looking the last word in a grey check suit, and I felt I should never be happy till I had one like it. I dug the address of the tailors out of him, and had them working on the thing inside the hour.

"Jeeves," I said that evening. "I'm getting a check suit like that one of Mr. Byng's."

"Injudicious, sir," he said firmly. "It will not become you."

"What absolute rot! It's the soundest thing I've struck for years."

"Unsuitable for you, sir."

Well, the long and the short of it was that the confounded thing came home, and I put it on, and when I caught sight of myself in the glass I nearly swooned. Jeeves was perfectly right. I looked a cross between a music-hall comedian and a cheap bookie. Yet Monty had looked fine in absolutely the same stuff. These things are just Life's mysteries, and that's all there is to it.

But it isn't only that Jeeves's judgment about clothes is infallible, though, of course, that's really the main thing. The man knows everything. There was the matter of that tip on the "Lincolnshire." I forget now how I got it, but it had the aspect of being the real, red-hot tabasco.

"Jeeves," I said, for I'm fond of the man, and like to do him a good turn when I can, "if you want to make a bit of money have something on Wonderchild for the 'Lincolnshire.'"

He shook his head.

"I'd rather not, sir."

"But it's the straight goods. I'm going to put my shirt on him."

"I do not recommend it, sir. The animal is not intended to win. Second place is what the stable is after."

Perfect piffle, I thought, of course. How the deuce could Jeeves know anything about it? Still, you know what happened. Wonderchild led till he was breathing on the wire, and then Banana Fritter came along and nosed him out. I went straight home and rang for Jeeves.

"After this," I said, "not another step for me without your advice. From now on consider yourself the brains of the establishment."

"Very good, sir. I shall endeavour to give satisfaction."

And he has, by Jove! I'm a bit short on brain myself; the old bean would appear to have been constructed more for ornament than for use, don't you know; but give me five minutes to talk the thing over with Jeeves, and I'm game to advise any one about anything. And that's why, when Bruce Corcoran came to me with his troubles, my first act was to ring the bell and put it up to the lad with the bulging forehead.

"Leave it to Jeeves," I said.

I first got to know Corky when I came to New York. He was a pal of my cousin Gussie, who was in with a lot of people down Washington Square way. I don't know if I ever told you about it, but the reason why I left England was because I was sent over by my Aunt Agatha to try to stop young Gussie marrying a girl on the vaudeville stage, and I got the whole thing so mixed up that I decided that it would be a sound scheme for me to stop on in America for a bit instead of going back and having long cosy chats about the thing with aunt. So I sent Jeeves out to find a decent apartment, and settled down for a bit of exile. I'm bound to say that New York's a topping place to be exiled in. Everybody was awfully good to me, and there seemed to be plenty of things going on, and I'm a wealthy bird, so everything was fine. Chappies introduced me to other chappies, and so on and so forth, and it wasn't long before I knew squads of the right sort, some who rolled in dollars in houses

up by the Park, and others who lived with the gas turned down mostly around Washington Square—artists and writers and so forth. Brainy coves.

Corky was one of the artists. A portrait-painter, he called himself, but he hadn't painted any portraits. He was sitting on the side-lines with a blanket over his shoulders, waiting for a chance to get into the game. You see, the catch about portrait-painting—I've looked into the thing a bit—is that you can't start painting portraits till people come along and ask you to, and they won't come and ask you to until you've painted a lot first. This makes it kind of difficult for a chappie. [Corkey\[1\]](#) managed to get along by drawing an occasional picture for the comic papers—he had rather a gift for funny stuff when he got a good idea—and doing bedsteads and chairs and things for the advertisements. His principal source of income, however, was derived from biting the ear of a rich uncle—one Alexander Worple, who was in the jute business. I'm a bit foggy as to what jute is, but [its\[2\]](#) apparently something the populace is pretty keen on, for Mr. Worple had made quite an indecently large stack out of it.

Now, a great many fellows think that having a rich uncle is a pretty soft snap: but, according to Corky, such is not the case. Corky's uncle was a robust sort of cove, who looked like living for ever. He was fifty-one, and it seemed as if he might go to par. It was not this, however, that distressed poor old Corky, for he was not bigoted and had no objection to the man going on living. What Corky kicked at was the way the above Worple used to harry him.

Corky's uncle, you see, didn't want him to be an artist. He didn't think he had any talent in that direction. He was always urging him to chuck Art and go into the jute business and start at the bottom and work his way up. Jute had apparently become a sort of obsession with him. He seemed to attach almost a spiritual importance to it. And what Corky said was that, while he didn't know what they did at the bottom of the jute business, instinct told him that it was something too beastly for words. Corky, moreover, believed in his future as an artist. Some day, he said, he was going to make a hit. Meanwhile, by using the utmost tact and persuasiveness, he was inducing his uncle to cough up very grudgingly a small quarterly allowance.

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[1] Should be 'Corky'

[2] Should be 'it's'

[3] Should be 'ornithologist'

[4] Should be 'innate'

[5] Should be 'Jeeves'

PROOFREADING EXERCISE 13

From 'Call of the Wild' by Jack London

BUCK did not read the newspapers, or he would have known that trouble was brewing, not alone for himself, but for every tide-water dog, strong of muscle and with warm, long hair, from Puget Sound to San Diego. Because men, groping in the Arctic darkness, had found a yellow metal, and because steamship and transportation companies were booming the find, thousands of men were rushing into the Northland. These men wanted dogs, and the dogs they wanted were heavy dogs, with strong muscles by which to toil, and furry coats to protect them from the frost.

Buck lived at a big house in the sun-kissed Santa Clara Valley. Judge Miller's place, it was called. It stood back from the road, half hidden among the trees, though which glimpses could be caught of the wide cool veranda that ran around its four sides. The house was approached by gravelled driveways which wound about through wide-spreading lawns and under the interlacing boughs of tall poplars. At the rear things were on even a more spacious scale than at the front. There were great stables, where a dozen grooms and boys held forth, rows of vine-clad servants' cottages, an endless and orderly array of outhouses, long grape arbors, green pastures, orchards, and berry patches. Then there was the pumping plant for the artesian well, and the big cement tank where Judge Miller's boys took their morning plunge and kept cool in the hot afternoon.

And over this great demesne Buck ruled. Here he was born, and here he had lived the four years of his life. It was true, there were other dogs, There could not but be other dogs on so vast a place, but they did not count. They came and went, resided in the populous kennels, or lived obscurely in the recesses of the house after the fashion of Toots, the Japanese pug, or Ysabel, the mexican hairless,—strange creatures that rarely put nose out of doors or set foot to ground. On the other hand, there were the fox terriers, a score of them at least, who yelped fearful promises at Toots and Ysabel looking out of the windows at them and protected by a legion of housemaids armed with brooms and mops.

But Buck was neither house-dog nor kennel-dog. The whole realm was his. He plunged into the swimming tank or went hunting with the Judge's sons; he escorted Mollie and Alice, the Judge's daughters, on long twilight or early morning rambles; on wintry nights he lay at the Judge's feet before the roaring library fire; he carried the Judge's grandsons on his back, or rolled them in the grass, and guarded their footsteps through wild adventures down to the fountain in the stable yard, and even beyond, where the paddocks were, and the berry patches. Among the terriers he stalked imperiously, and Toots and Isabel he utterly ignored, for he was

king,—king over all creeping, crawling, flying things of Judge Miller's place, humans included.

His father, Elmo, a huge St. Bernard, had been the Judge's inseparable companion, and Buck bid fair to follow in the way of his father. He was not so large,—he weighed only one hundred and forty pounds,—for his mother, Shep, had been a Scotch shepherd dog. Nevertheless, one hundred and forty pounds, to which was added the dignity that comes of good living and universal respect, enabled him to carry himself in right royal fashion. During the four years since his puppyhood he had lived the life of a sated aristocrat; he had a fine pride in himself, was even a trifle egotistical, as country gentlemen sometimes become because of their insular situation. But he had saved himself by not becoming a mere pampered house-dog. Hunting and kindred outdoor delights had kept down the fat and hardened his muscles; and to him, as to the cold-tubbing races, the love of water had been a tonic and a health preserver.

And this was the manner of dog Buck was in the fall of 1897, when the Klondike strike dragged men from all the world into the frozen North. But Buck did not read the newspapers, and he did not know that Manuel, one of the gardener's helpers, was an undesirable acquaintance. Manuel had one besetting sin. He loved to play Chinese lottery. Also, in his gambling, he had one besetting weakness—faith in a system; and this made his damnation certain. For to play a system requires money, while the wages of a gardener's helper do not lap over the needs of a wife and numerous progeny.

The Judge was at a meeting of the Raisin Grower's Association, and the boys were busy organizing an athletic club, on the memorable night of Manuel's treachery. No one saw him and Buck go off through the orchard on what Buck imagined was merely a stroll. And with the exception of a solitary man, no one saw them arrive at the little flag station known as College Park. This man talked with Manuel, and money chinked between them.

PROOFREADING EXERCISE 13, ANSWERS.

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[1] Should be 'through'

[2] Should be 'Mexican'

[3] Should be 'Ysabel'

[4] Wrong font

[5] Should be 'Growers''

PROOFREADING EXERCISE 14

From 'A Princess of Mars' by Edgar Rice Burroughs

I opened my eyes upon a strange and weird landscape. I knew that I was on Mars; not once did I question either my sanity or my wakefulness. I was not asleep, no need for pinching here; my inner consciousness told me as plainly that I was upon Mars as your conscious mind tells you that you are upon Earth. You do not question the fact; neither did I.

I found myself lying prone upon a bed of yellowish, mosslike vegetation which stretched around me in all directions for interminable miles. I seemed to be lying in a deep, circular basin, along the outer verge of which I could distinguish the irregularities of low hills.

It was midday, the sun was shining full upon me and the heat of it was rather intense upon my naked body, yet no greater than would have been true under similar conditions on an Arizona desert. Here and there were slight outcroppings of quartz-bearing rock which glistened in the sunlight; and a little to my left, perhaps a hundred yards, appeared a low, walled enclosure about four feet in height. No water, and no other vegetation than the moss was in evidence, and as I was somewhat thirsty I determined to do a little exploring.

Springing to my feet I received my first Martian surprise, for the effort, which on Earth would have brought me standing upright, carried me into the Martian air to the height of about three yards. I alighted softly upon the ground, however, without appreciable shock or jar. Now commenced a series of evolutions which even then seemed ludicrous in the extreme. I found that I must learn to walk all over again, as the muscular exertion which carried me easily and safely upon Earth played strange antics with me upon Mars.

Instead of progressing in a sane and dignified manner, my attempts to walk resulted in a variety of hops which took me clear of the ground a couple of feet at each step and landed me sprawling upon my face or back at the end of each second or third hop. My muscles, perfectly attuned and accustomed to the force of gravity on Earth, played the mischief with me in attempting for the first time to cope with the lesser gravitation and lower air pressure on Mars.

I was determined, however, to explore the low structure which was the only evidence of habitation in sight, and so I hit upon the unique plan of reverting to first principles in locomotion, creeping. I did fairly well at this and in a few moments had reached the low, encircling wall of the enclosure.

There appeared to be no doors or windows upon the side nearest me, but as the wall was but about four feet high I cautiously gained my feet and peered over the top upon the strangest sight it had ever been given me to see.

The roof of the enclosure was of solid glass about four or five inches in thickness, and beneath this were several hundred large eggs, perfectly round and snowy white. The eggs were nearly uniform in size being about two and one-half feet in diametre.

Five or six had already hatched and the grotesque caricatures which sat blinking in the sunlight were enough to cause me to doubt my sanity. They seemed mostly head, with little scrawny bodies, long necks and six legs, or, as I afterward learned, two legs and two arms, with an intermediary pair of limbs which could be used at will either as arms or legs. Their eyes were set at the extreme sides of their heads a trifle above the center and protruded in such a manner that they could be directed either forward or back and also independently of each other, thus permitting this queer animal to look in any direction, or in two directions at once, without the necessity of turning the head

The ears, which were slightly above the eyes and closer together, were small, cup-shaped antennae, protruding not more than an inch on these young specimens. Their noses were but longitudinal slits in the center of their faces, midway between their mouths and ears.

There was no hair on their bodies, which were of a very light yellowish-green color. In the adults, as I was to learn quite soon, this color deepens to an olive green and is darker in the male than in the female. Further, the heads of the adults are not so out of proportion to their bodies as in the case of the young.

The iris of the eyes is blood red, as in Albinos, while the pupil is dark. The eyeball itself is very white, as are the teeth. These latter add a most ferocious appearance to an otherwise fearsome and terrible countenance, as the lower tusks curve upward to sharp points which end about where the eyes of earthly human beings are located. The whiteness of the teeth is not that of ivory, but of the snowiest and most gleaming of china. Against the dark background of their olive skins their tusks stand out in a most striking manner, making these weapons present a singularly formidable appearance.

Most of these details I noted later, for I was given but little time to speculate on the wonders of my new discovery. I had seen that the eggs were in the process of hatching, and as I stood watching the hideous little monsters break from their shells I failed to note the approach of a score of full-grown Martians from behind me.

Coming, as they did, over the soft and soundless moss, which covers practically the entire surface of Mars with the exception of the frozen areas at the poles and the scattered cultivated districts, they might have captured me easily, but their intentions were far

more sinister. It was the rattling of the accouterments of the foremost warrior which warned me.

On such a little thing my life hung that I often marvel that I escaped so easily. Had not the rifle of the leader of the party swung from its fastenings beside his saddle in such a way as to strike against the butt of his great metal-shod spear I should have snuffed out without ever knowing that death was near me. But the little sound caused me to turn, and there upon me, not ten feet from my breast, was the point of that huge spear, a spear forty feet long, tipped with gleaming metal, and held low at the side of a mounted replica of the little devils I had been watching.

But how puny and harmless they now looked beside this huge and terrific incarnation of hate, of vengeance and of death. The man himself, for such I may call him, was fully fifteen feet in height and, on Earth, would have weighed some four hundred pounds. He sat his mount as we sit a horse, grasping the animals barrel with his lower limbs, while the hands of his two right arms held his immense spear low at the side of his mount; his two left arms were outstretched laterally to help preserve his balance, the thing he rode having neither bridle or reins of any description for guidance.

And his mount! How can earthly words describe it! It towered ten feet at the shoulder; had four legs on either side; a broad flat tail, larger at the tip than at the root, and which it held straight out behind while running; a gaping mouth which split its head from its snout to its long, massive neck.

Like its master, it was entirely devoid of hair, but was of a dark slate color and exceeding smooth and glossy. Its belly was white, and its legs shaded from the slate of its shoulders and hips to a vivid yellow at the feet. The feet themselves were heavily padded and nailless, which fact had also contributed to the noiselessness of their approach, and, in common with a multiplicity of legs, is a characteristic feature of the fauna of Mars. The highest type of man and one other animal, the only mammal existing on Mars, alone have well-formed nails, and there are absolutely no hoofed animals in existence there.

Behind this first charging demon trailed nineteen others, similar in all respects, but, as I learned later, bearing individual characteristics peculiar to themselves; precisely as no two of us are identical although we are all cast in a similar mold. This picture, or rather materialized nightmare, which I have described at length, made but one terrible and swift impression on me as I turned to meet it.

Unarmed and naked as I was, the first law of nature manifested itself in the only possible solution of my immediate problem, and that was to get out of the vicinity of the point of the charging spear. Consequently I gave a very earthly and at the same time

superhuman leap to reach the top of the Martian incubator, for such I had determined it must be.

My effort was crowned with a success which appalled me no less than it seemed to surprise the Martian warriors, for it carried me fully thirty feet into the air and landed me a hundred feet from my pursuers and on the opposite side of the enclosure.

I alighted upon the soft moss easily and without mishap, and turning saw my enemies lined up along the further wall. Some were surveying me with expressions which I afterward discovered marked extreme astonishment, and the others were evidently satisfying themselves that I had not molested their young.

They were conversing together in low tones, and gesticulating and pointing toward me. Their discovery that I had not harmed the little Martians, and that I was unarmed, must have caused them to look upon me with less ferocity; but, as I was to learn later, the thing which weighed most in my favor was my exhibition of hurdling.

While the martians are immense, their bones are very large and they are muscled only in proportion to the gravitation which they must overcome. The result is that they are infinitely less agile and less powerful, in proportion to their weight, than an Earth man, and I doubt that were one of them suddenly to be transported to Earth he could lift his own weight from the ground; in fact, I am convinced that he could not do so.

My feat then was as marvelous upon Mars as it would have been upon Earth, and from desiring to annihilate me they suddenly looked upon me as a wonderful discovery to be captured and exhibited among their fellows.

The respite my unexpected agility had given me permitted me to formulate plans for the immediate future and to note more closely the appearance of the warriors, for I could not disassociate these people in my mind from those other warriors who, only the day before, had been pursuing me.

I noted that each was armed with several other weapons in addition to the huge spear which I have described. The weapon which caused me to decide against an attempt at escape by flight was what was evidently a rifle of some description, and which I felt, for some reason, they were peculiarly efficient in handling.

These rifles were of a white metal stocked with wood, which I learned later was a very light and intensely hard growth much prized on Mars, and entirely unknown to us denizens of earth. The metal of the barrel is an alloy composed principally of aluminum and steel which they have learned to temper to a hardness far exceeding that of the steel with which we are familiar. The weight of these rifles is comparatively little, and with the small calibre,

explosive, radium projectiles which they use, and the great length of the barrel, they are deadly in the extreme and at ranges which would be unthinkable on Earth. The theoretic effective radius of this rifle is 300 miles, but the best they can do in actual service when equipped with their wireless finders and sighters is but a trifle over two hundred miles.

This is quite far enough to imbue me with great respect for the Martian firearm, and some telepathic force must have warned me against an attempt to escape in broad daylight from under the muzzles of twenty of these death-dealing machines.

The Martians, after conversing for a short time, turned and rode away in the direction from which they had come, leaving one of their number alone by the enclosure. When they had covered perhaps two hundred yards they halted, and turning their mounts toward us sat watching the warrior by the enclosure.

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It was midday, the sun was shining full upon me and the heat of it was rather intense upon my naked body, yet no greater than would have been true under similar conditions on an Arizona [dessert\[1\]](#). Here and there were slight outcroppings of quartz-bearing rock which glistened in the sunlight; and a little to my left, perhaps a hundred yards, appeared a low, walled enclosure about four feet in height. No water, and no other vegetation than the moss was in evidence, and as I was somewhat [thirty\[2\]](#) I determined to do a little exploring.

Springing to my feet I received my first Martian surprise, for the effort, which on Earth would have brought me standing upright, carried me into the Martian air to the height of about three yards. I alighted softly upon the ground, however, without appreciable shock or jar. Now commenced a series of evolutions which even then seemed ludicrous in the extreme. I found that I must learn to walk all over again, as the muscular exertion which carried me easily and safely upon Earth played strange antics with me upon Mars.

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I was determined, however, to explore the low structure which was the only evidence of habitation in sight, and so I hit upon the unique plan of reverting to first principles in locomotion, creeping. I did fairly well at this and in a few moments had reached the low, encircling wall of the enclosure.

There appeared to be no doors or windows upon the side nearest me, but as the wall was but about four feet high I cautiously gained my feet and peered over the top upon the strangest sight it had ever been given me to see.

The roof of the enclosure was of solid glass about four or five inches in thickness, and beneath this were several hundred large eggs, perfectly round and snowy white. The eggs were nearly uniform in size being about two and one-half feet in [diameter](#)[3].

Five or six had already hatched and the grotesque caricatures which sat blinking in the sunlight were enough to cause me to doubt my sanity. They seemed mostly head, with little scrawny bodies, long necks and six legs, or, as I afterward learned, two legs and two arms, with an intermediary pair of limbs which could be used at will either as arms or legs. Their eyes were set at the extreme sides of their heads a trifle above the center and protruded in such a manner that they could be directed either forward or back and also independently of each other, thus permitting this queer animal to look in any direction, or in two directions at once, without the necessity of turning the head[4]

The ears, which were slightly above the eyes and closer together, were small, cup-shaped antennae, protruding not more than an inch on these young specimens. Their noses were but longitudinal slits in the center of their faces, midway between their mouths and ears.

There was no hair on their bodies, which were of a very light yellowish-green color. In the adults, as I was to learn quite soon, this color deepens to an olive green and is darker in the male than in the female. Further, the heads of the adults are not so out of proportion to their bodies as in the case of the young.

The iris of the eyes is blood red, as in Albinos, while the pupil is dark. The eyeball itself is very white, as are the teeth. These latter add a most ferocious appearance to an otherwise fearsome and terrible countenance, as the lower tusks curve upward to sharp points which end about where the eyes of earthly human beings are located. The whiteness of the teeth is not that of ivory, but of the snowiest and most gleaming of china. Against the dark background of their olive skins their tusks stand out in a most striking manner, making these weapons present a singularly formidable appearance.

Most of these details I noted later, for I was given but little time to speculate on the wonders of my new discovery. I had seen that the eggs were in the process of hatching, and as I stood watching the hideous little monsters break from their shells I failed to note the approach of a score of full-grown Martians from behind me.

Coming, as they did, over the soft and soundless moss, which covers practically the entire surface of Mars with the exception of the frozen areas at the poles and the scattered cultivated districts, they might have captured me easily, but their intentions were far more sinister. It was the rattling of the accouterments of the foremost warrior which warned me.

On such a little thing my life hung that I often marvel that I escaped so easily. Had not the rifle of the leader of the party swung

from its fastenings beside his saddle in such a way as to strike against the butt of his great metal-shod spear I should have snuffed out without ever knowing that death was near me. But the little sound caused me to turn, and there upon me, not ten feet from my breast, was the point of that huge spear, a spear forty feet long, tipped with gleaming metal, and held low at the side of a mounted replica of the little devils I had been watching.

But how puny and harmless they now looked beside this huge and terrific incarnation of hate, of vengeance and of death. The man himself, for such I may call him, was fully fifteen feet in height and, on Earth, would have weighed some four hundred pounds. He sat his mount as we sit a horse, grasping the [animals\[5\]](#) barrel with his lower limbs, while the hands of his two right arms held his immense spear low at the side of his mount; his two left arms were outstretched laterally to help preserve his balance, the thing he rode having neither bridle or reins of any description for guidance.

And his mount! How can earthly words describe it! It towered ten feet at the shoulder; had four legs on either side; a broad flat tail, larger at the tip than at the root, and which it held straight out behind while running; a gaping mouth which split its head from its snout to its long, massive neck.

Like [it's\[6\]](#) master, it was entirely devoid of hair, but was of a dark slate color and exceeding smooth and glossy. Its belly was white, and its legs shaded from the slate of its shoulders and hips to a vivid yellow at the feet. The feet themselves were heavily padded and nailless, which fact had also contributed to the noiselessness of their approach, and, in common with a multiplicity of legs, is a characteristic feature of the fauna of Mars. The highest type of man and one other animal, the only mammal existing on Mars, alone have well-formed nails, and there are absolutely no hoofed animals in existence there.

Behind this first charging demon trailed nineteen others, similar in all respects, but, as I learned later, bearing individual characteristics peculiar to themselves; precisely as no two of us are identical although we are all cast in a similar mold. This picture, or rather materialized nightmare, which I have described at length, made but one terrible and swift impression on me as I turned to meet it.

Unarmed and naked as I was, the first law of nature manifested itself in the only possible solution of my immediate problem, and that was to get out of the vicinity of the point of the charging spear. Consequently I gave a very earthly and at the same time superhuman leap to reach the top of the Martian incubator, for such I had determined it must be.

My effort was crowned with a success which appalled me no less than it seemed to surprise the Martian warriors, for it carried me

fully thirty feet into the air and landed me a hundred feet from my pursuers and on the opposite side of the enclosure.

I alighted upon the soft moss easily and without mishap, and turning saw my enemies lined up along the further wall. Some were surveying me with expressions which I afterward discovered marked extreme astonishment, and the others were evidently satisfying themselves that I had not molested their young.

They were conversing together in low tones, and gesticulating and pointing toward me. Their discovery that I had not harmed the little Martians, and that I was unarmed, must have caused them to look upon me with less ferocity; but, as I was to learn later, the thing which weighed most in my favor was my exhibition of hurdling.

While the [martians\[7\]](#) are immense, their bones are very large and they are muscled only in proportion to the gravitation which they must overcome. The result is that they are infinitely less agile and less powerful, in proportion to their weight, than an Earth man, and I doubt that were one of them suddenly to be transported to Earth he could lift his own weight from the ground; in fact, I am convinced that he could not do so.

My feat then was as marvelous upon Mars as it would have been upon Earth, and from desiring to annihilate me they suddenly looked upon me as a wonderful discovery to be captured and exhibited among their fellows.

The respite my unexpected agility had given me permitted me to formulate plans for the immediate future and to note more closely the appearance of the warriors, for I could not disassociate these people in my mind from those other warriors who, only the day before, had been pursuing me.

I noted that each was armed with several other weapons in addition to the huge spear which I have described. The weapon which caused me to decide against an attempt at escape by flight was what was evidently a rifle of some description, and which I felt, for some reason, they were peculiarly efficient in handling.

These rifles were of a white metal stocked with wood, which I learned later was a very light and intensely hard growth much prized on Mars, and entirely unknown to us denizens of [earth\[8\]](#). The metal of the barrel is an alloy composed principally of aluminum and steel which they have learned to temper to a hardness far exceeding that of the steel with which we are familiar. The weight of these rifles is comparatively little, and with the small [caliber\[9\]](#), explosive, radium projectiles which they use, and the great length of the barrel, they are deadly in the extreme and at ranges which would be unthinkable on Earth. The theoretic effective radius of this rifle is [300\[10\]](#) miles, but the best they can

do in actual service when equipped with their wireless finders and sighters is but a trifle over two hundred miles.

This is quite far enough to imbue me with great respect for the Martian firearm, and some telepathic force must have warned me against an attempt to escape in broad daylight from under the muzzles of twenty of these death-dealing machines.

The Martians, after conversing for a short time, turned and rode away in the direction from which they had come, leaving one of their number alone by the enclosure. When they had covered perhaps two hundred yards they halted, and turning their mounts toward us sat watching the warrior by the enclosure.

[1] Should be 'desert'

[2] Should be 'thirsty'

[3] Should be 'diameter'

[4] Full stop missing

[5] Should be 'animal's'

[6] Should be 'its'

[7] Should be 'Martians'

[8] Should be 'Earth'

[9] Should be 'caliber'

[10] Should be 'three hundred'

PROOFREADING EXERCISE 15

From 'The Variable Man' by Philip K. Dick

REINHART cut the circuit. Sherikov's heavy features dwindled and faded. Reinhart relaxed, letting his breath out. Too bad he had to work with Sherikov. He had never liked the man. The big Polish scientist was an individualist, refusing to integrate himself with society. Independent, atomistic in outlook. He held concepts of the individual as an end, diametrically contrary to the accepted organic state Weltansicht.

But Sherikov was the leading research scientist, in charge of the Military Designs Department. And on Designs the whole future of Terra depended. Victory over Centaurus—or more waiting, bottled up in the Sol System, surrounded by a rotting, hostile Empire, now sinking into ruin and decay, yet still strong.

Reinhart got quickly to his feet and left the office. He hurried down the hall and out of the Council building.

A few minutes later he was heading across the mid-morning sky in his highspeed cruiser, toward the Asiatic land-mass, the vast Ural mountain range. Toward the Military Designs labs.

Sherikov met him at the entrance. "Look here, Reinhart. Don't think you're going to order me around. I'm not going to—"

"Take it easy." Reinhart fell into step beside the bigger man. They passed through the check and into the auxiliary labs. "No immediate coercion will be exerted over you or your staff. You're free to continue your work as you see fit—for the present. Let's get this straight. My concern is to integrate your work with our total social needs. As long as your work is sufficiently productive—"

Reinhart stopped in his tracks.

"Pretty, isn't he?" Sherikov said ironically.

"What the hell is it?"

“Icarus, we call him. Remember the Greek myth? The legend of Icarus. Icarus flew.... This Icarus is going to fly, one of these days.” Sherikov shrugged. “You can examine him, if you want. I suppose this is what you came here to see.”

Reinhart advanced slowly. “This is the weapon you’ve been working on?”

“How does he look?”

Rising up in the center of the chamber was a squat metal cylinder, a great ugly cone of dark gray. Technicians circled around it, wiring up the exposed relay banks. Reinhart caught a glimpse of endless tubes and filaments, a maze of wires and terminals and parts criss-crossing each other, layer on layer.

“What is it?” Reinhart perched on the edge of a workbench, leaning his big shoulders against the wall. “An idea of Jamison Hedge—the same man who developed our instantaneous interstellar vidcasts forty years ago. He was trying to find a method of faster than light travel when he was killed, destroyed along with most of his work. After that ftl research was abandoned. It looked as if there were no future in it.”

“Wasn’t it shown that nothing could travel faster than light?”

“The interstellar vidcasts do! No, Hedge developed a valid ftl drive. He managed to propell an object at fifty times the speed of light. But as the object gained speed, its length began to diminish and its mass increased. This was in line with familiar twentieth-century concepts of mass-energy transformation. We conjectured that as Hedge’s object gained velocity it would continue to lose length and gain mass until its length became nil and its mass infinite. Nobody can imagine such an object.”

“Go on.”

“But what actually occurred is this. Hedge’s object continued to lose length and gain mass until it reached the theoretical limit of velocity, the speed of light. At that point the object, still gaining speed, simply ceased to exist. Having no length, it ceased to occupy space. It disappeared. However, the object had not been *destroyed*. It continued on its way, gaining momentum each moment, moving in an arc across the galaxy, away from the Sol system. Hedge’s object entered some other realm of being, beyond our powers of conception. The next phase of Hedge’s experiment consisted in a

search for some way to slow the ftl object down, back to a sub-ftl speed, hence back into our universe. This counterprinciple was eventually worked out.”

“With what result?”

“The death of Hedge and destruction of most of his equipment. His experimental object, in re-entering the space-time universe, came into being in space already occupied by matter. Possessing an incredible mass, just below infinity level, Hedge’s object exploded in a titanic cataclysm. It was obvious that no space travel was possible with such a drive. Virtually all space contains *some* matter. To re-enter space would bring automatic destruction. Hedge had found his ftl drive and his counterprinciple, but no one before this has been able to put them to any use.”

Reinhart walked over toward the great metal cylinder. Sherikov jumped down and followed him. “I don’t get it,” Reinhart said. “You said the principle is no good for space travel.”

“That’s right.”

“What’s this for, then? If the ship explodes as soon as it returns to our universe—”

“This is not a ship.” Sherkov grinned slyly. “Icarus is the first practical application of Hedge’s principles. Icarus is a bomb.”

“So this is our weapon,” Reinhart said. “A bomb. An immense bomb.”

“A bomb, moving at a velocity greater than light. A bomb which will not exist in our universe. The Centaurans won’t be able to detect or stop it. How could they? As soon as it passes the speed of light it will cease to exist—beyond all detection.”

“But—”

“Icarus will be launched outside the lab, on the surface. He will align himself with Proxima Centaurus, gaining speed rapidly. By the time he reaches his destination he will be traveling at ftl-100. Icarus will be brought back to this universe within Centaurus itself. The explosion should destroy the star and wash away most of its planets—including their central hub-planet, Armun. There is no

way they can halt Icarus, once he has been launched. No defense is possible. Nothing can stop him. It is a real fact.”

“When will he be ready.”

Sherikov’s eyes flickered. “Soon.”

“Exactly how soon?”

The big Pole hesitated. “As a matter of fact, there’s only one thing holding us back.”

Sherikov led Reinhart around to the other side of the lab. He pushed a lab guard out of the way.

“See this?” He tapped a round globe, open at one end, the size of a grapefruit. “This is holding us up.”

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“How near completed is this turret?”

Sherikov hedged uncertainly, spreading out his big hands. “Who can say? It must be wired with infinitely minute equipment—microscope grapples and wires invisible to the naked eye.”

“Can you name any completion date?”

Sherikov reached into his coat and brought out a manila folder. “I’ve drawn up the data for the SRB machines, giving a date of completion. You can go ahead and feed it. I entered ten days as the maximum period. The machines can work from that.”

Reinhart excepted the folder cautiously. “You’re sure about the date? I’m not convinced I can trust you, Sherikov.”

Sherikov's features darkened. "You'll have to take a chance, Commissioner. I don't trust you any more than you trust me. I know how much you'd like an excuse to get me out of here and one of your puppets in."

Reinhard studied the huge scientist thoughtfully. Sherikov was going to be a hard nut to crack. Designs were responsible to Security, not the Council. Sherikov was losing ground—but he was still a potential danger. Stubborn, individualistic, refusing to subordinate his welfare to the general good.

"All right." Reinhart put the folder slowly away in his coat. "I'll feed it. But you better be able to come through. There can't be any slip-ups. Too much hangs on the next few days."

"If the odds change in our favor are you going to give the mobilization order?"

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“If the odds change in our favor are you going to give the mobilization order?”

“Yes,” Reinhart stated. “I’ll give the order the moment I see the odds change.”

[1] Should be ‘propel’

[2] Should be ‘Sherikov’

[3] Full stop should be a question mark

[4] Should be ‘ftl’ as established earlier in the text. However, a good proofreader would query this unorthodox use of lower case initials.

[5] Should be ‘accepted’

[6] Should be ‘Reinhart’

[7] Should be ‘was’. Although the word ‘designs’ is, of course, plural, in this instance ‘Designs’ is being used as shorthand for the ‘Military Designs Department’, which is a singular.

PROOFREADING EXERCISE 16

From 'The Shunned House' by H. P. Lovecraft

WHAT I heard in my youth about the shunned house was merely that people died there in alarmingly great numbers. That, I was told, was why the original owners had moved out some twenty years after building the place. It was plainly unhealthy, perhaps because of the dampness and fungous growths in the cellar, the general sickish smell, the drafts of the hallways, or the quality of the well and pump water. These things were bad enough, and these were all that gained belief among the persons whom I knew. Only the notebooks of my antiquarian uncle, Doctor Elihu Whipple, revealed to me at length the darker, vaguer surmises which formed an undercurrent of folklore among old-time servants and humble folk; surmises which never travelled far, and which were largely forgotten when Providence grew to be a metropolis with a shifting modern population.

The general fact is, that the house was never regarded by the solid part of the community as in any real sense "haunted." There were no widespread tales of rattling chains, cold currents of air, extinguished lights, or faces at the window. Extremists sometimes said the house was "unlucky," but that is as far as even they went. What was really beyond dispute is that a frightful proportion of persons died there; or more accurately, *had* died there, since after some peculiar happenings over sixty years ago the building had become deserted through the sheer impossibility of renting it. These persons were not all cut off suddenly by any one cause; rather did it seem that their vitality was insidiously sapped, so that each one died the sooner from whatever tendency to weakness he may have naturally had. And those who did not die displayed in varying degree a type of anemia or consumption, and sometimes a decline of the mental faculties, which spoke ill for the salubriousness of the building. Neighboring houses, it must be added, seemed entirely free from the noxious quality.

This much I knew before my insistent questioning led my uncle to show me the notes which finally embarked us both on our hideous investigation. In my childhood the shunned house was vacant, with barren, gnarled and terrible old trees, long, queerly pale grass and nightmarishly misshapen weeds in the high terraced yard where birds never lingered. We boys used to overrun the place, and I can still recall my youthful terror not only at the morbid strangeness of this sinister vegetation, but at the eldritch atmosphere and odor of the dilapidated house, whose unlocked front door was often entered in quest of shudders. The small-paned windows were largely broken, and a nameless air of desolation hung round the precarious panelling, shaky interior shutters, peeling wall-paper,

falling plaster, rickety staircases, and such fragments of battered furniture as still remained. The dust and cobwebs added their touch of the fearful; and brave indeed was the boy who would voluntarily ascend the ladder to the attic, a vast rafted length lighted only by small blinking windows in the gable ends, and filled with a massed wreckage of chests, chairs, and spinning-wheels which infinite years of deposit had shrouded and festooned into monstrous and hellish shapes.

But after all, the attic was not the most terrible part of the house. It was the dank, humid cellar which somehow exerted the strongest repulsion on us, even though it was wholly above ground on the street side, with only a thin door and window-pierced brick wall to separate it from the busy sidewalk. We scarcely knew whether to haunt it in spectral fascination, or to shun it for the sake of our souls and our sanity. For one thing, the bad odor of the house was strongest there; and for another thing, we did not like the white fungous growths which occasionally sprang up in rainy summer weather from the hard earth floor. Those fungi, grotesquely like the vegetation in the yard outside, were truly horrible in their outlines; detestable parodies of toadstools and Indian-pipes, whose like we had never seen in any other situation. They rotted quickly, and at one stage became slightly phosphorescent; so that nocturnal passers-by sometimes spoke of witch-fires glowing behind the broken panes of the fetor-spreading windows.

We never—even in our wildest Halloween moods—visited this cellar by night, but in some of our daytime visits could detect the phosphorescence, especially when the day was dark and wet. There was also a subtler thing we often thought we detected—a very strange thing which was, however, merely suggestive at most. I refer to a sort of cloudy whitish pattern on the dirt floor—a vague, shifting deposit of mold or niter which we sometimes thought we could trace amidst the sparse fungous growths near the huge fireplace of the basement kitchen. Once in a while it struck us that this patch bore an uncanny resemblance to a doubled-up human figure, though generally no such kinship existed, and often there was no whitish deposit whatever.

On a certain rainy afternoon when this illusion seemed phenomenally strong, and when, in addition, I had fancied I glimpsed a kind of thin, yellowish, shimmering exhalation rising from the nitrous pattern toward the yawning fireplace, I spoke to my uncle about the matter. He smiled at this odd conceit, but it seemed that his smile was tinged with reminiscence. Later I heard that a similar notion entered into some of the wild ancient tales of the common folk—a notion likewise alluding to ghoulish, wolfish shapes taken by smoke from the great chimney, and queen contours assumed by certain of the sinuous tree-roots that thrust their way into the cellar through the loose foundation-stones.

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WHAT I heard in my youth about the shunned house was merely that people died there in alarmingly great numbers. That, I was told, was why the original owners had moved out some twenty years after building the place. It was plainly unhealthy, perhaps because of the dampness and fungous growths in the cellar, the general sickish smell, the drafts of the hallways, or the quality of the well and pump water. These things were bad enough, and these were all that gained belief among the persons whom I knew. Only the notebooks of my antiquarian uncle, Doctor Elihu Whipple, revealed to me at length the darker, vaguer surmises which formed an undercurrent of folklore among old-time servants and humble folk; surmises which never travelled far, and which were largely forgotten when Providence grew to be a metropolis with a shifting modern population.

The general fact is, that the house was never regarded by the solid part of the community as in any real sense "haunted." There were no widespread tales of rattling chains, cold currents of air, extinguished lights, or faces at the window. Extremists sometimes said the house was "unlucky," but that is as far as even they went. What was really beyond dispute is that a frightful proportion of persons died there; or more accurately, *had* died there, since after some peculiar happenings over sixty years ago the building had become deserted through the sheer impossibility of renting it. These persons were not all cut off suddenly by any one cause; rather did it seem that their vitality was insidiously sapped, so that each one died the sooner from whatever tendency to weakness he may have naturally had. And those who did not die displayed in varying degree a type of anemia or consumption, and sometimes a decline of the mental faculties, which spoke ill for the salubriousness of the building. Neighboring houses, it must be added, seemed entirely **fee[1]** from the noxious quality.

This much I knew before my insistent questioning led my uncle to show me the notes which finally embarked us both on our hideous investigation. In my childhood the shunned house was vacant, with barren, gnarled and terrible old trees, long, queerly pale grass and nightmarishly misshapen weeds in the high terraced yard where birds never lingered. We boys used to overrun the place, and I can still recall my youthful terror not only at the morbid strangeness of this sinister vegetation, but at the eldritch atmosphere and odor of the dilapidated house, whose unlocked front door was often entered in quest of shudders. The **small-pained[2]** windows were largely broken, and a nameless air of desolation hung round the precarious panelling, shaky interior shutters, peeling wall-paper, falling plaster, rickety staircases, and such fragments of battered furniture as still remained. The dust and cobwebs added their touch

of the fearful; and brave indeed was the boy who would voluntarily ascend the ladder to the attic, a vast rafted length lighted only by small blinking windows in the gable ends, and filled with a massed wreckage of chests, chairs, and spinning-wheels which infinite years of deposit had shrouded and festooned into monstrous and hellish shapes.

But after all, the attic was not the most terrible part of the house. It was the dank, humid cellar which somehow exerted the strongest repulsion on us, even though it was wholly above ground on the street side, with only a thin door and window-pierced brick wall to separate it from the busy sidewalk^[3] We scarcely knew whether to haunt it in spectral fascination, or to shun it for the sake of our souls and our sanity. For one thing, the bad odor of the house was strongest there; and for another thing, we did not like the white fungous growths which occasionally sprang up in rainy summer weather from the hard earth floor. Those fungi, grotesquely like the vegetation in the yard outside, were truly horrible in their outlines; detestable parodies of toadstools and Indian-pipes, whose like we had never seen in any other situation. They rotted quickly, and at one stage became slightly phosphorescent^[4]; so that nocturnal passers-by sometimes spoke of witch-fires glowing behind the broken panes of the fetor-spreading windows.

We never—even in our wildest Halloween moods—visited this cellar by night, but in some of our daytime visits could detect the phosphorescence, especially when the day was dark and wet. There was also a subtler thing we often thought we detected—a very strange thing which was, however, merely suggestive at most. I refer to a sort of cloudy whitish pattern on the dirt floor—a vague, shifting deposit of mold or niter which we sometimes thought we could trace amidst the sparse fungous growths near the huge fireplace of the basement kitchen. Once in a while it struck us that this patch bore an uncanny resemblance to a doubled-up human figure, though generally no such kinship existed, and often there was no whitish deposit whatever.

On a certain rainy afternoon when this illusion seemed phenomenally strong, and when, in addition, I had fancied I glimpsed a kind of thin, yellowish, shimmering exhalation rising from the nitrous pattern toward the yawning fireplace, I spoke to my uncle about the matter. He smiled at this odd conceit, but it seemed that his smile was tinged with reminiscence. Later I heard that a similar notion entered into some of the wild ancient tales of the common folk—a notion likewise alluding to ghoulish, wolfish shapes taken by smoke from the great chimney, and queen^[5] contours assumed by certain of the sinuous tree-roots that thrust their way into the cellar through the lose^[6] foundation-stones.

[1] Should be 'free'

[2] Should be 'small-paned'

[3] Full stop missing

[4] Should be 'phosphorescent'

[5] Should be 'queer'

[6] Should be 'loose'

Note. The double 'l' in 'panelling' is in the original manuscript and may well be an accepted spelling of the time. However, it is now considered incorrect in US English but correct in UK English. So, this is something of a transatlantic mishmash. A good proofreader would mark this up and refer it to a higher authority (a copy editor, for example).

PROOFREADING EXERCISE 17

From 'The Willows' by Algernon Blackwood

AFTER leaving Vienna, and long before you come to Budapest, the Danube enters a region of singular loneliness and desolation, where its waters spread away on all sides regardless of a main channel, and the country becomes a swamp for miles upon miles, covered by a vast sea of low willow-bushes. On the big maps this deserted area is painted in a fluffy blue, growing fainter in color as it leaves the banks, and across it may be seen in large straggling letters the word Sumpfe, meaning marshes.

In high flood this great acreage of sand, shingle-beds, and willow-grown islands is almost topped by the water, but in normal seasons the bushes bend and rustle in the free winds, showing their silver leaves to the sunshine in an ever-moving plain of bewildering beauty. These willows never attain to the dignity of trees; they have no rigid trunks; they remain humble bushes, with rounded tops and soft outline, swaying on slender stems that answer to the least pressure of the wind; supple as grasses, and so continually shifting that they somehow give the impression that the entire plain is moving and alive. For the wind sends waves rising and falling over the whole surface, waves of leaves instead of waves of water, green swells like the sea, too, until the branches turn and lift, and then silvery white as their underside turns to the sun.

Happy to slip beyond the control of the stern banks, the Danube here wanders about at will among the intricate network of channels intersecting the islands everywhere with broad avenues down which the waters pour with a shouting sound; making whirlpools, eddies, and foaming rapids; tearing at the sandy banks; carrying away masses of shore and willow-clumps; and forming new islands innumerable which shift daily in size and shape and possess at best an impermanent life, since the flood-time obliterates their very existence.

Properly speaking, this fascinating part of the river's life begins soon after leaving Pressburg, and we, in our Canadian canoe, with gipsy tent and frying-pan on board, reached it on the crest of a rising flood about mid-July. That very same morning, when the sky was reddening before sunrise, we had slipped swiftly through still-sleeping Vienna, leaving it a couple of hours later a mere patch of smoke against the blue hills of the Wienerwald on the horizon; we had breakfasted below Fischeramend under a grove of birch trees roaring in the wind; and had then swept on the tearing current past

Orth, Hainburg, Petronell (the old Roman Carnuntum of Marcus Aurelius), and so under the frowning heights of Thelsen on a spur of the Carpathians, where the March steals in quietly from the left and the frontier is crossed between Austria and Hungary.

Racing along at twelve kilometers an hour soon took us well into Hungary, and the muddy waters—sure sign of flood—sent us aground on many a shingle-bed, and twisted us like a cork in many a sudden belching whirlpool before the towers of Presburg (Hungarian, Poszony) showed against the sky; and then the canoe, leaping like a spirited horse, flew at top speed under the grey walls, negotiated safely the sunken chain of the Fliegende Brücke ferry, turned the corner sharply to the left, and plunged on yellow foam into the wilderness of islands, sandbanks, and swamp-land beyond—the land of the willows.

The change came suddenly, as when a series of bioscope pictures snaps down on the streets of a town and shifts without warning into the scenery of lake and forest. We entered the land of desolation on wings, and in less than half an hour there was neither boat nor fishing-hut nor red roof, nor any single sign of human habitation and civilization within sight. The sense of remoteness from the world of humankind, the utter isolation, the fascination of this singular world of willows, winds, and waters, instantly laid its spell upon us both, so that we allowed laughingly to one another that we ought by rights to have held some special kind of passport to admit us, and that we had, somewhat audaciously, come without asking leave into a separate little kingdom of wonder and magic—a kingdom that was reserved for the use of others who had a right to it, with everywhere unwritten warnings to trespassers for those who had the imagination to discover them.

Though still early in the afternoon, the ceaseless buffetings of a most tempestuous wind made us feel weary, and we at once began casting about for a suitable camping-ground for the night. But the bewildering character of the islands made landing difficult; the swirling flood carried us in shore and then swept us out again; the willow branches tore our hands as we seized them to stop the canoe, and we pulled many a yard of sandy bank into the water before at length we shot with a great sideways blow from the wind into a backwater and managed to beach the bows in a cloud of spray. Then we lay panting and laughing after our exertions on the hot yellow sand, sheltered from the wind, and in the full blaze of a scorching sun, a cloudless blue sky above, and an immense army of dancing, shouting willow bushes, closing in from all sides, shining with spray and clapping their thousand little hands as though to applaud the success of our efforts.

"What a river!" I said to my companion, thinking of all the way we had traveled from the source in the black forest, and how he had often been obliged to wade and push in the upper shallows at the beginning of June.

"Won't stand much nonsense now, will it?" he said, pulling the canoe a little farther into safety up the sand, and then composing himself for a nap.

I lay by his side, happy and peaceful in the bath of the elements—water, wind, sand, and the great fire of the sun—thinking of the long journey that lay behind us, and of the great stretch before us to the Black Sea, and how lucky I was to have such a delightful and charming traveling companion as my friend, the Swede.

We had made many similar journeys together, but the Danube, more than any other river I knew, impressed us from the very beginning with its aliveness. From its tiny bubbling entry into the world among the pinewood gardens of Donaueschingen, until this moment when it began to play the great river-game of losing itself among the deserted swamps, unobserved, unrestrained, it had seemed to us like following the grown of some living creature. Sleepy at first, but later developing violent desires as it became conscious of its deep soul, it rolled, like some huge fluid being, through all the countries we had passed, holding our little craft on its mighty shoulders, playing roughly with us sometimes, yet always friendly and well-meaning, till at length we had come inevitably to regard it as a Great Personage.

How, indeed, could it be otherwise, since it told us so much of its secret life? At night we heard it singing to the moon as we lay in our tent, uttering that odd sibilant note peculiar to itself and said to be caused by the rapid tearing of the pebbles along its bed, so great is its hurrying speed. We knew, too, the voice of its gurgling whirlpools, suddenly bubbling up on a surface previously quite calm; the roar of its shallows and swift rapids; its constant steady thundering below all mere surface sounds; and that ceaseless tearing of its icy waters at the banks. How it stood up and shouted when the rains fell flat upon its face! And how its laughter roared out when the wind blew up-stream and tried to stop its growing speed! We knew all its sounds and voices, its tumblings and foamings, its unnecessary splashing against the bridges; that self-conscious chatter when there were hills to look on; the effected dignity of its speech when it passed through the little towns, far too important to laugh; and all these faint, sweet whisperings when the sun caught it fairly in some slow curve and poured down upon it till the steam rose.

It was full of tricks, too, in its early life before the great world knew it. There were places in the upper reaches among the Swabian forests, when yet the first whispers of its destiny had not reached it, where it elected to disappear through holes in the ground, to appear again on the other side of the porous limestone hills and start a new river with another name; leaving, too, so little water in its own bed that we had to climb out and wade and push the canoe through miles of shallows.

PROOFREADING EXERCISE 17, ANSWERS.

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Racing along at twelve kilometers an hour soon took us well into Hungary, and the muddy waters—sure sign of flood—sent us aground on many a shingle-bed, and twisted us like a cork in many a sudden belching whirlpool before the towers of [Presburg\[1\]](#) (Hungarian, Poszony) showed against the sky; and then the canoe, leaping like a spirited horse, flew at top speed under the grey walls, negotiated safely the sunken chain of the Fliegende Brucke ferry, turned the corner sharply to the left, and plunged on yellow foam into the wilderness of islands, sandbanks, and swamp-land beyond—the land of the willows.

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again on the other side of the porous limestone hills and start a new river with another name; leaving, too, so little water in its own bed that we had to climb out and wade and push the canoe through miles of shallows.

[1] Should be 'Pressburg'.

[2] Should be 'separate'

[3] Should be 'Black Forest'

[4] Should be 'its'

[5] Should be 'affected'

PROOFREADING EXERCISE 18

From 'The Nature of Goodness' by George Herbert Palmer

IN undertaking the following discussion I foresee two grave difficulties. My reader may well feel that goodness is already the most familiar of all the thoughts we employ, and yet he may at the same time suspect that there is something about it perplexingly abstruse and remote. Familiar it certainly is. It attends all our wishes, acts, and projects as nothing else does, so that no estimate of its influence can be excessive. When we take a walk, read a book, make a dress, hire a servant, visit a friend, attend a concert, choose a wife, cast a vote, enter into business, we always do it in the hope of attaining something good. The clue of goodness is accordingly a veritable guide of life. On it depend actions far more minute than those just mentioned. We never raise a hand, for example, unless with a view to improve in some respect our condition. Motionless we should remain forever, did we not believe that by placing the hand elsewhere we might obtain something which we do not now possess. Consequently we employ the word or some synonym of it during pretty much every waking hour of our lives. Wishing some test of this frequency I turned to Shakespeare, and found that he uses the word "good" fifteen hundred times, and its derivatives "goodness," "better," and 'best,' about as many more. He could not make men and women talk right without incessant reference to this directive conception.

But while thus familiar and influential when mixed with action, and just because of that very fact, the notion of goodness is bewilderingly abstruse and remote. People in general do not observe this curious circumstance. Since they are so frequently encountering goodness, both laymen and scholars are apt to assume that it is altogether clear and requires no explanation. But the very reverse is the truth. Familiarity obscures. It breeds instincts and not understanding. So inwoven has goodness become with the very web of life that it is hard to disentangle. We cannot easily detach it from encompassing circumstance, look at it nakedly, and say what in itself it really is. Never appearing in practical affairs except as an element, and always intimately associated with something else, we are puzzled how to break up that intimacy and give to goodness independent meaning. It is as if oxygen were never found alone, but only in connection with hydrogen, carbon, or some other of the eighty elements which compose our globe. We might feel its wide influence, but we should have difficulty in describing what the thing itself was. Just so if any chance dozen persons should be called on to say what they mean by goodness, probably not one could offer a definition which he would be willing to hold to for 15 minutes.

It is true, this strange state of things is not peculiar to goodness. Other familiar conceptions show a similar tendency, and just about in proportion, too, to their importance. Those which count for most in our lives are least easy to understand. What, for example, do we mean by love? Everybody has experienced it since the world began. For a century or more, novelists have been fixing our attention on it as our chief concern. Yet nobody has yet succeeded in making the matter quite plain. What is the state? Socialists are trying to tell us, and we are trying to tell them; but each, it must be owned, has about as much difficulty in understanding himself as in understanding his opponent, though the two sets of vague ideas still contain reality enough for vigorous strife. Or take the very simplest of conceptions, the conception of force—that which is presupposed in every species of physical science; ages are likely to pass before it is satisfactorily defined. Now the conception of goodness is something of this sort, something so wrought into the total framework of existence that it is hidden from view and not separately observable. We know so much about it that we do not understand it.

For ordinary purposes probably it is well not to seek to understand it. Acquaintance with the structure of the eye does not help seeing. To determine beforehand just how polite we should be would not facilitate human intercourse. And possibly a completed scheme of goodness would rather confuse than ease our daily actions. Science does not readily connect with life. For most of us all the time, and for all of us most of the time, instinct is the better prompter. But if we mean to be ethical students and to examine conduct scientifically, we must evidently at the outset come face to face with the meaning of goodness. I am consequently often surprised on looking into a treatise on ethics to find no definition of goodness proposed. The author assumes that everybody knows what goodness is, and that his own business is merely to point out under what conditions it may be had. But few readers do know what goodness is. One suspects that frequently the authors of these treatises themselves do not, and that a hazy condition of mind on this central subject is the cause of much loose talk afterwards. At any rate, I feel sure that nothing can more justly be demanded of a writer on ethics at the beginning of his undertaking than that he should attempt to unravel the subtleties of this all-important conception. Having already in a previous volume marked out the Field of Ethics, I believe I cannot wisely go on discussing the science that I love, until I have made clear what meaning I everywhere attach to the obscure and familiar word *good*. This word being the ethical writers chief tool, both he and his readers must learn its construction before they proceed to use it. To the study of that curious nature I dedicate this volume.

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For ordinary purposes probably it is well not to seek to understand it. [Aquaintance](#)[4] with the structure of the eye does not help seeing. To determine beforehand just how polite we should be would not facilitate human intercourse. And possibly a completed scheme of goodness would rather confuse than ease our daily actions. Science does not readily connect with life. For most of us all the time, and for all of us most of the time, instinct is the better prompter. But if we mean to be ethical students and to examine conduct scientifically, we must evidently at the outset come face to face with the meaning of goodness. I am consequently often surprised on looking into a treatise on ethics to find no definition of goodness proposed. The author assumes that everybody knows what goodness is, and that his own business is merely to point out under what conditions it may be had. But few readers do know what goodness is. One suspects that frequently the authors of these treatises themselves do not, and that a hazy condition of mind on this central subject is the cause of much [lose](#)[5] talk afterwards. At any rate, I feel sure that nothing can more justly be demanded of a writer on ethics at the beginning of his undertaking than that he should attempt to unravel the subtleties of this all-important conception. Having already in a previous volume marked out the Field of Ethics, I believe I cannot wisely go on discussing the science that I love, until I have made clear what meaning I everywhere attach to the obscure and familiar word *good*. This word being the ethical [writers](#)[6] chief tool, both he and his readers must learn its construction before they proceed to use it[7] To the study of that curious nature I dedicate this volume.

[1] The word 'best' should be in double quotation marks

[2] Should be 'fifteen'

[3] Wrong font

[4] Should be 'Acquaintance'

[5] Should be 'loose'

[6] Should be 'writer's'

[7] Full stop missing

Note. The word 'inwoven' was correct at the time this piece was published. Nowadays, we would use 'interwoven'.

PROOFREADING EXERCISE 19

From 'An Inquiry into the Nature and Causes of the Wealth of Nations' by Adam Smith

THE greatest improvements in the productive powers of labour, and the greater part of the skill, dexterity, and judgment, with which it is anywhere directed, or applied, seem to have been the effects of the division of labour. The effects of the division of labour, in the general business of society, will be more easily understood, by considering in what manner it operates in some particular manufactures. It is commonly supposed to be carried furthest in some very trifling ones; not perhaps that it really is carried further in them than in others of more importance: but in those trifling manufactures which are destined to supply the small wants of but a small number of people, the whole number of workmen must necessarily be small; and those employed in every different branch of the work can often be collected into the same workhouse, and placed at once under the view of the spectator.

In those great manufactures, on the contrary, which are destined to supply the great wants of the great body of the people, every different branch of the work employs so great a number of workmen, that it is impossible to collect them all into the same workhouse. We can seldom see more, at one time, than those employed in one single branch. Though in such manufactures, therefore, the work may really be divided into a much greater number of parts, than in those of a more trifling nature, the division is not near so obvious, and has accordingly been much less observed.

To take an example, therefore, from a very trifling manufacture, but one in which the division of labour has been very often taken notice of, the trade of a pin-maker: a workman not educated to this business (which the division of labour has rendered a distinct trade), nor acquainted with the use of the machinery employed in it (to the invention of which the same division of labor has probably given occasion), could scarce, perhaps, with his utmost industry, make one pin in a day, and certainly could not make twenty. But in the way in which this business is now carried on, not only the whole work is a peculiar trade, but it is divided into a number of branches, of which the greater part are likewise peculiar trades. One man draws out the wire; another straightens it; a third cuts it; a fourth points it; a fifth grinds it at the top for receiving the head; to make the head requires two or three distinct operations; to put it on is a peculiar business; to whiten the pins is another; it is even a trade by itself to put them into the paper; and the important business of making a pin is, in this manner, divided into about eighteen distinct

operations, which, in some manufactories, are all performed by distinct hands, though in others the same man will sometimes perform two or three of them. I have seen a small manufactory of this kind, where ten men only were employed, and where some of them consequently performed two or three distinct operations. But though they were very poor, and therefore but indifferently accommodated with the necessary machinery, they could, when they exerted themselves, make among them about twelve pounds of pins in a day. There are in a pound upwards of four thousand pins of a middling size. Those ten persons, therefore, could make among them upwards of forty-eight thousand pins in a day. Each person, therefore, making a tenth part of forty-eight thousand pins, might be considered as making four thousand eight hundred pins in a day. But if they had all wrought separately and independently, and without any of them having been educated to this peculiar business, they certainly could not each of them have made twenty, perhaps not one pin in a day; that is, certainly, not the two hundred and fortieth, perhaps not the four thousand eight hundredth, part of what they are at present capable of performing, in consequence of a proper division and combination of their different operations.

In every other art and manufacture, the effects of the division of labour are similar to what they are in this very trifling one, though, in many of them, the labour can neither be so much subdivided, nor reduced to so great a simplicity of operation. The division of labour, however, so far as it can be introduced, occasions, in every art, a proportionable increase of the productive powers of labour. The separation of different trades and employments from one another, seems to have taken place in consequence of this advantage. This separation, too, is generally carried furthest in those countries which enjoy the highest degree of industry and improvement; what is the work of one man, in a rude state of society, being generally that of several in an improved one. In every improved society, the farmer is generally nothing but a farmer; the manufacturer, nothing but a manufacturer. The labour, too, which is necessary to produce any one complete manufacture, is almost always divided among a great number of hands. How many different trades are employed in each branch of the linen and woollen manufactures, from the growers of the flax and the wool, to the bleachers and smoothers of the linen, or to the dyers and dressers of the cloth! The nature of agriculture, indeed, does not admit of so many subdivisions of labour, nor of so complete a separation of one business from another, as manufactures. It is impossible to separate so entirely the business of the grazier from that of the corn-farmer, as the trade of the carpenter is commonly separated from that of the smith. The spinner is almost always a distinct person from the weaver; but the ploughman, the harrower, the sower of the seed, and the reaper of the corn, are often the same. The occasions for those different sorts of labour returning with the different seasons of the year, it is impossible that one man should be constantly employed in any one of them. This

impossibility of making so complete and entire a separation of all the different branches of labour employed in agriculture, is perhaps the reason why the improvement of the productive powers of labour, in this art, does not always keep pace with their improvement in manufactures. The most opulent nations, indeed, generally excel all their neighbours in agriculture as well as in manufactures; but they are commonly more distinguished by their superiority in the latter than in the former. Their lands are in general better cultivated, and having more labour and expense bestowed upon them, produce more in proportion to the extent and natural fertility of the ground. But this superiority of produce is seldom much more than in proportion to the superiority of labour and expense. In agriculture, the labour of the rich country is not always much more productive than that of the poor; or, at least, it is never so much more productive, as it commonly is in manufactures. The corn of the rich country, therefore, will not always, in the same degree of goodness, come cheaper to market than that of the poor. The corn of Poland, in the same degree of goodness, is as cheap as that of France, notwithstanding the superior opulence and improvement of the latter country. The corn of France is, in the corn-provinces, fully as good, and in most years nearly about the same price with the corn of England, though, in opulence and improvement, France is perhaps inferior to England. The corn-lands of England, however, are better cultivated than those of France, and the corn-lands of France are said to be much better cultivated than those of Poland. But though the poor country, notwithstanding the inferiority of its cultivation, can, in some measure, rival the rich in the cheapness and goodness of its corn, it can pretend to no such competition in its manufactures, at least if those manufactures suit the soil, climate, and situation, of the rich county. The silks of France are better and cheaper than those of England, because the silk manufacture, at least under the present high duties upon the importation of raw silk, does not so well suit the climate of England as that of France. But the hardware and the coarse woollens of England are beyond all comparison superior to those of France, and much cheaper, too, in the same degree of goodness. In Poland there are said to be scarce any manufactures of any kind, a few of those coarser household manufactures excepted, without which no country can well subsist.

This great increase in the quantity of work, which, in consequence of the division of labour, the same number of people are capable of performing, is owing to three different circumstances; first, to the increase of dexterity in every particular workman; secondly, to the saving of the time which is commonly lost in passing from one species of work to another; and, lastly, to the invention of a great number of machines which facilitate and abridge labour, and enable one man to do the work of many.

PROOFREADING EXERCISE 19, ANSWERS.

THE greatest improvements in the productive powers of labour, and the greater part of the skill, dexterity, and judgment, with which it is anywhere directed, or applied, seem to have been the effects of the division of labour. The effects of the division of labour, in the general business of society, will be more easily understood, by considering in what manner it operates in some particular manufactures. It is commonly supposed to be carried furthest in some very trifling ones; not perhaps that it really is carried further in them than in others of more importance: but in those trifling manufactures which are destined to supply the small wants of but a small number of people, the whole number of workmen must necessarily be small; and those employed in every different branch of the work can often be collected into the same workhouse, and placed at once under the view of the spectator.

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them consequently performed two or three distinct operations. But though they were very poor, and therefore but indifferently accommodated with the necessary machinery, they could, when they exerted themselves, make among them about twelve pounds of pins in a day. There are in a pound upwards of four thousand pins of a middling size. Those ten persons, therefore, could make among them upwards of forty-eight thousand pins in a day. Each person, therefore, making a tenth part of forty-eight thousand pins, might be considered as making four thousand eight hundred pins in a day. But if they had all wrought separately and independently, and without any of them having been educated to this peculiar business, they certainly could not each of them have made twenty, perhaps not one pin in a day; that is, certainly, not the two hundred and fortieth, perhaps not the four thousand eight hundredth, part of what they are at present capable of performing, in consequence of a proper division and combination of their different operations.

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[1] Should be 'labour'. Of course, 'labor' is the correct US spelling. However, the UK variant is established throughout the piece.

[2] Should be 'country'

Note. There are some unusual 'of-the-time' spellings here. For example, 'straights' where we would now use 'straightens' and 'proportionable' which I'm fairly certain we no longer use at all.

Why only two errors? Novice proofreaders often experience a certain amount of anxiety when they are only able to find one or two errors. They become convinced that there must be more errors but they simply can't find them. It's worth learning early on, particularly when proofreading professionally produced work, that sometimes you will find very few errors. I can honestly say, however, that I have never proofread anything that did not contain at least something worth querying.

PROOFREADING EXERCISES 20

From 'Heart of Darkness' by Joseph Conrad

THE Nellie, a cruising yawl, swung to her anchor without a flutter of the sails, and was at rest. The flood had made, the wind was nearly calm, and being bound down the river, the only thing for it was to come to and wait for the turn of the tide.

The sea-reach of the Thames stretched before us like the beginning of an interminable waterway. In the offing the sea and the sky were welded together without a joint, and in the luminous space the tanned sails of the barges drifting up with the tide seemed to stand still in red clusters of canvas sharply peaked, with gleams of varnished sprits. A haze rested on the low shores that ran out to sea in vanishing flatness. The air was dark above Gravesend, and farther back still seemed condensed into a mournful gloom, brooding motionless over the biggest, and the greatest, town on earth.

The Director of Companies was our captain and our host. We four affectionately watched his back as he stood in the bows looking to seaward. On the whole river there was nothing that looked half so nautical. He resembled a pilot, which to a seaman is trustworthiness personified. It was difficult to realize his work was not out there in the luminous estuary, but behind him, within the brooding gloom.

Between us there was, as I have already said somewhere, the bond of the sea. Besides holding our hearts together though long periods of separation, it had the effect of making us tolerant of each other's yarns—and even convictions. The Lawyer—the best of old fellows—had, because of his many years and many virtues, the only cushion on deck, and was lying on the only rug. The Accountant had brought out already a box of dominoes, and was toying architecturally with the bones. Marlow sat cross-legged right aft, leaning against the mizzen-mast. He had sunken cheeks, a yellow complexion, a straight back, an ascetic aspect, and, with his arms dropped, the palms of hands outwards, resembled an idol. The Director, satisfied the anchor had good hold, made his way aft and sat down amongst us. We exchanged a few words lazily. Afterwards there was silence on board the yacht. For some reason or other we did not begin that game of dominoes. We felt meditative, and fit for nothing but placid staring. The day was ending in a serenity of still and exquisite brilliance. The water shone pacifically; the sky, without a speck, was a benign immensity of unstained light; the very mist on the Essex marshes was like a gauzy and radiant fabric, hung from the wooded rises inland, and draping the low shores in diaphanous folds. Only the gloom to the west, brooding over the upper reaches, became more somber every minute, as if angered by the approach of the sun.

And at last, in its curved and imperceptible fall, the sun sank low, and from glowing white changed to a dull red without rays and without heat, as if about to go out suddenly, stricken to death by the touch of that gloom brooding over a crowd of men

Forthwith a change came over the waters, and the serenity became less brilliant but more profound. The old river in its broad reach rested unruffled at the decline of day, after ages of good service done to the race that peopled its banks, spread out in the tranquil dignity of a waterway leading to the uttermost ends of the earth. We looked at the venerable stream not in the vivid flush of a short day that comes and departs for ever, but in the august light of abiding memories. And indeed nothing is easier for a man who has, as the phrase goes, "followed the sea" with reverence and affection, than to evoke the great spirit of the past upon the lower reaches of the Thames. The tidal current runs to and fro in its unceasing service, crowded with memories of men and ships it had born to the rest of home or to the battles of the sea. It had known and served all the men of whom the nation is proud, from Sir Francis Drake to Sir John Franklin, knights all, titled and untitled—the great knights-errant of the sea. It had borne all the ships whose names are like jewels flashing in the night of time, from the Golden Hind returning with her round flanks full of treasure, to be visited by the Queen's Highness and thus pass out of the gigantic tale, to the Erebus and Terror, bound on other conquests—and that never returned. It had known the ships and the men. They had sailed from Deptford, from Greenwich, from Erith—the adventurers and the settlers; kings' ships and the ships of men on 'Change; captains, admirals, the dark "interlopers" of the Eastern trade, and the commissioned "generals" of East India fleets. Hunters for gold or pursuers of fame, they all had gone out on that stream, baring the sword, and often the torch, messengers of the might within the land, bearers of a spark from the sacred fire. What greatness had not floated on the ebb of that river into the mystery of an unknown earth! . . . The dreams of men, the seed of commonwealths, the germs of empires.

The sun set; the dusk fell on the stream, and lights began to appear along the shore. The Chapman lighthouse, a three-legged thing erect on a mud-flat, shone strongly. Lights of ships moved in the fairway—a great stir of lights going up and going down. And farther west on the upper reaches the place of the monstrous town was still marked ominously on the sky, a brooding gloom in sunshine, a lurid glare under the stars.

"And this also," said Marlow suddenly, "has been one of the dark places of the earth."

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[1] Should be 'mournful'

[2] Should be 'through'

[3] Full stop missing

[4] Should be 'borne'

[5] Should be 'bearing'

[6] Should be '...' (an ellipsis)