

Proofreading Affidavit

I, _____, do affirm that I performed all of the following tasks before I gave this assignment to Professor Rapoport. I understand that any misrepresentation constitutes a violation of the UNLV Student Academic Misconduct Policy and of the Boyd Law Honor Code.

Basics:

1. I have made sure that I have spelled Professor Rapoport's name correctly throughout my paper (including footnotes).
2. I have made sure that all of my citations are complete and are in the correct Bluebook form.
3. I have made sure that each of my footnotes ends with a period.
4. I have run "spell check" and "grammar check" on this paper. I have also proofread my paper by hand, because I understand that "spell check" and "grammar check" don't capture every mistake.

Grammar:¹

1. I understand how to use apostrophes correctly, and I have done a search for all uses of apostrophes in this assignment to make sure that I have used each apostrophe correctly.
2. I understand that I cannot make a singular noun plural by adding an apostrophe and an "s." I have checked every occurrence of 's and s' in my paper to make sure that I have used them correctly.
3. I understand that Professor Rapoport expects me to create singular possessives by adding both an apostrophe and an "s"—except that she will permit me to omit the "s" after the apostrophe if I am referring to Moses or Jesus. I must still use an "s" after the apostrophe when creating the possessive form of "Congress."
4. I understand the difference between "its" and "it's," and I have run a search on my paper to make sure that I have used "its" and "it's" correctly.
5. I understand that *its'* is not a word (because there is no such thing as the plural possessive of "its"), and I have run a search on my paper to make sure that I have not used that word.

¹ If you have any questions about any of the rules of grammar or style in this Affidavit, you should Google that rule and make sure that you understand it. If you still don't understand the rule, please see me before you submit this Affidavit. By executing this Affidavit, you have affirmed that you understand, and that you have complied with, each and every one of the steps required by the Affidavit.

6. I have checked my paper to make sure that I have used quotation marks or block quotes correctly and that the punctuation associated with a quotation mark is placed in the appropriate location.
7. I understand how to use commas, and I have checked my paper to make sure that I have used commas correctly. I have also checked my paper to make sure that I have used colons, dashes, and semi-colons correctly.

Style:

1. I understand that Professor Rapoport has some quirky rules about writing, and I have checked my paper to make sure that I have avoided all of her pet peeves, including the ones in the bullet points below:
 - If I have used “while,” I have used it to imply that two or more things are being done (or have been done) simultaneously. If, on the other hand, I didn’t mean to say that things are being done (or have been done) simultaneously, then I have made sure that I have used “though” or “although” instead.
 - I have learned the difference between “that” and “which,” and I have checked my draft to make sure that I have used each word appropriately.
 - I have only used the word “impact” when I meant to say that something has crashed into, or fallen upon, something else. When I have not meant to use “impact” in that way, I have used “affect” or “effect” (depending on context) instead.
 - I have checked every use of the word “since” to make sure that I mean “after,” because I know that “since” refers to a time, and I have replaced all other uses of the word “since” in my paper with “because.”
2. I have done a search for “this” and “that,” and I have made sure that I have paired an actual noun with each of those words so that Professor Rapoport doesn’t have to guess what the “this” or “that” means in the context of the sentence.
3. I have also checked each use of the word “it” to make sure that all of my “it” references are clear as well.
4. I have checked my paper to make sure that my sentences are clear and not overly wordy. When I have had a choice between a fancy word (such as “utilize”) and a simple word (such as “use”), I have chosen the simple word.
5. I understand the concept of subject-verb agreement and have proofread my paper to make sure that my subjects and my verbs agree.²

² U.S. Bankruptcy Judge Robert Gerber (Ret.) reminded me about this point.

6. If I feel a pressing need to use “they” to avoid choosing between “he” and “she,” I will make the noun plural, so that the “they” matches the plural subject.³
7. I understand that I may start a sentence with a conjunction, but I have made sure that I have done so sparingly and that I have not put a comma after the conjunction that starts the sentence.⁴
8. I have searched for “different than” and have replaced it with “different from.”
9. I have checked my paper to make sure that I have used active voice instead of passive voice, and I have only used passive voice when I had a good reason to do so.
10. I acknowledge that very few people know how to use the word “hopefully” correctly, and I have searched my paper to remove all uses of that word.
11. I know the differences among “their,” “they’re,” and “there,” and I have checked my paper to make sure that I’ve used these words appropriately.
12. I know when to use “between” and when to use “among,” and I have checked my paper for the proper use of those two words.
13. I have avoided using sentence fragments in my paper.
14. I have checked my paper to make sure that I have used the Oxford comma whenever I have listed at least three items.
15. I have changed every sentence that begins with “There is” or “There are” so that the actual subject of the sentence is at the beginning, rather than buried in the middle or hidden at the end (e.g., I have changed “There are four students who are taking this test” to “Four students are taking this test.”)⁵
16. I will double-check to make sure that, if I’ve started a sentence with “However,” I am using “however” correctly; otherwise, I will rewrite the sentence so that it does not begin that way.⁶
17. I have eschewed unnecessary adjectives and adverbs, trusting that Professor Rapoport will form her own opinions about whether something is, for example, “horrifyingly bad” or “unbelievably stupid.”
18. I understand that the word “unique” does not need a modifier, and I have made sure that, if I have used “unique” in this paper, I have deleted modifiers like “very” in front of “unique.”

³ *See id.*

⁴ Professor Jack Ayer reminded me about the use of conjunctions at the beginning of sentences.

⁵ Professor Linda Edwards contributed this idea, along with the corresponding example.

⁶ U.S. Bankruptcy Judge Timothy Barnes suggested this point.

19. I understand that I am not allowed to plagiarize, and I have read the following websites to make sure that I have not plagiarized any of my paper:

- [Avoiding Plagiarism.](#)
- [Guidelines for Avoiding Plagiarism.](#)
- [Quoting and Paraphrasing.](#)
- [UNLV Student Academic Misconduct Policy.](#)
- [Boyd Law Student Handbook.](#)

Affirmed on the following date: _____.

(please sign your name here)

(please print your name here)