

## Editing Symbols



Under a letter means make a capital.

Example: the girl is happy.

=

Make a lowercase letter.

Example: The Airl is happy.

smart

Add. (This is a caret.)

Example: The girl is happy.

Delete. Example: The girl is المواتي

Transpose. Example: The is girl happy.

—— Replace. Example: The boy is happy.

Add a period.
Example: The girl is happy

Close up extra space. Example: The girl is happy.

Start a new paragraph. Example: 9 The girl is happy.

Make a spelling correction. Example: The girl is hapy.

\*There are many more symbols, but these should get you started.