

Abstract:

The objective of this bachelor thesis is to record proofreading marks in each Czech technical standard and in common use.

The thesis in theoretical part summarizes all Czech technical standards, which edit proofreading marks, and it focuses on evolution of these marks. Further the thesis compares Czech proofreading marks with marks from different countries (Slovakia, Germany, United Kingdom, USA and Russia), at the end of the thesis is given overview of manuals which teach proofreading marks.

The practical part of the thesis is focused on use of proofreading marks by redactors and it shows which proofreading marks are used in accordance to standards and which aren't. Another research in this thesis compares paper and electronic proofreading of text and it finds out, on which medium respondents can discover more mistakes