Quiz: Editing, style and headlines
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1. **True or False: A copy editor's job stops at correcting spelling and grammar errors.**
   a. True
   b. False

2. **Copy editors use the AP Stylebook because:**
   a. The stylebook will answer all grammar questions a copy editor has.
   b. The stylebook offers a quick way to ensure consistency on deadline.
   c. The stylebook offers resources for fact checking.
   d. The stylebook includes a dictionary.

3. **Which sentence follows the correct style for dates, according to the AP Stylebook?**
   a. The City Council met yesterday at city hall.
   b. The City Council met December 15 at city hall.
   c. The City Council met Dec. 15 at city hall.
   d. The City Council met on Apr. 15 in city hall.

4. **In one of the following sentences, the number should be a figure instead of spelled out, according to the AP Stylebook. Which sentence is it?**
   a. Jimmy turned six years old on Tuesday.
   b. The doctor saw eight patients on Wednesday.
   c. The class has only nine students.
   d. The baseball team will play three games on Monday.

5. **True or False: The AP Stylebook says you should never use an Oxford comma.**
   a. True
   b. False

6. **Copy editors should always check**:
   a. The spelling of names.
   b. Addresses and phone numbers.
   c. Web URLs.
   d. All of the above.

7. **Which of the following would you use in this sentence: "We went _____ to eat lunch."**
   a. Their
   b. There
   c. They're

8. **Headlines summarize the news. When writing a headline, you want to:**
   a. Sell the story.
   b. Rewrite the reporter's first paragraph.
   c. Only tell people the most obvious part of the story.
   d. Only use "to-be" verbs.

9. **The best headlines use a simple, declarative structure. That structure puts:**
   a. The verb first.
   b. The object first.
   c. The subject first.

10. **Headlines on the web often need more context than a print headline. Copy editors can give them more context by always using which of the following. (Choose all that apply.)**
    a. Numbers
    b. Geographical names
    c. Proper names
    d. Puns