



## Comment Key PRM 383

Comment #	Required Correction
<b>Formatting Corrections</b>	
1	Missing or incomplete title page - Title page should have assignment title, student's name, class number and name, page number and date
2	Missing page numbers and/or running header - Pages should be numbered consecutively (top right hand corner). Beginning with the title page. APA, pp. 30-31
3	Missing headings.
4	Margins set at 1 inch (top, bottom, left and right)
5	All text should be left justified.
6	All font size should be 12 points
7	Indent the first line of every paragraph five spaces (See APA p. 45-46)
8	Lines should be double spaced
9	Do not leave a blank line between paragraphs
10	Do not include any charts, graphs or pictures
11	A full or a minimum of $\frac{3}{4}$ of a page is required. See assignment guidelines.
<b>Punctuation &amp; Grammar Corrections</b>	
12	Do not capitalize
13	Capitalize all proper names
14	Delete this word
15	Insert a comma
16	Insert a period
17	Misspelled word
18	Spell out all acronyms for the first use - Example National Park Service (NPS)
19	Too many spaces
20	Insert a space.
<b>In-text Citations &amp; Quotation Corrections</b>	
21	Need to cite a source for this statement/information. Example: Outdoor recreation has continued to decline among specific ethnic groups over the past decade (Johnson, 2015). See APA Manual, p. 174-176
22	Incorrect in-text citation: the comma or period goes inside the quotation mark. Example: The best was the "creation story," from the tribal elder.
23	Incorrect in-text citation: Example: Smith (2013) described the recreation program as well developed.

	<b>Example: The study was conducted in a local park (Smith, 2013). See APA Manual, p. 174-176</b>
<b>24</b>	<b>Incorrect in-text punctuation: The period goes after the citation. Example: The activity was based on backpacking skills (Smith, 2013).</b>
<b>25</b>	<b>Incorrect citation – Two (2) authors – (Smith &amp; Brown, 2019). See APA Manual, p. 266</b>
<b>26</b>	<b>Incorrect citation – For three (3+) authors, the first and subsequent uses, include the last name of the first author plus et al.</b>  <b>Incorrect Example: (Smith, Brown, &amp; Jones, 2014).</b>  <b>Correct Example: The use of technology has had a significant impact on outdoor recreation activities (Smith et al., 2014). See APA Manual, p. 266.</b>
<b>27</b>	<b>This is the APA format for a direct quote (Smith, 2014, p. 6). Where are the quotation marks? If it is not a direct quote, then the citation should be (Smith, 2014).</b>
<b>28</b>	<b>Incorrect in-text quotation: Use quotation marks for a direct quote and cite the study at the end of the quote.</b> <b>Example: "Outdoor recreation has declined among individuals over 60 years old" (Johnson, 2015, para 3). or (Johnson, 2015, p. 3). See APA Manual, p. 270-277.</b> <b>Example: According to Johnson, "Outdoor recreation has declined among individuals over 60 years old" (2015, para 3). or (2015, p. 3). APA, p. 270.</b>
<b>29</b>	<b>Incorrect in-text quotation. Any quote with 40 or more words must be in a freestanding block of text and omit the quotation marks. APA, p. 170-171. Example:</b> <b>In order to gather data, the authors searched databases, journals, and review articles published between 2010 and February 2013. The articles being searched had these characteristics,</b> <b>Findings specific to an after-school intervention in the school setting; subjects aged 18 years; an intervention component designed to promote physical activity; outcome measures of physical activity, related constructs, and/or physical fitness. Study outcomes were distilled into six domains: physical activity, physical fitness, body composition, blood lipids, psychosocial constructs, and sedentary activities. Effect sizes were calculated within and across studies for each domain, separately. (Ross &amp; Williams, 2013, ¶ 5)</b> <b>Or (Ross &amp; Williams, 2013, para 5) Or (Ross &amp; Williams, 2013, p. 12)</b>
<b>References Corrections – (References are listed at the end of the paper)</b>	
<b>30</b>	<b>ALL References must be in the correct APA format as shown in this example:</b>

	<p>Edwards, D. (n.d.). Thala Beach Nature Preserve.  <a href="https://www.thalabeach.com.au/">https://www.thalabeach.com.au/</a></p>
31	<p>Missing a Reference list. References are required for ALL writing assignments.</p>
32	<p>Incorrect Reference list title. Use References, not Works Cited, Citations or Bibliography.</p>
33	<p>Incorrect reference format in the Reference List. <a href="#">APA Guidelines</a> or APA Manual, pp. 298-309.  Two of the most common errors are:</p> <p>Incorrect format:  Jones, G. (2015). Recreation Issues. Retrieved on April 23, 2016 from <a href="http://www.journal/outdoor/issues.htm">http://www.journal/outdoor/issues.htm</a></p> <p>Correct format:  Jones, G. (2015). Recreation Issues.  <a href="http://www.journal/outdoor/issues.htm">http://www.journal/outdoor/issues.htm</a></p> <p>Incorrect format:  Jones, G., Smith, L. (2015). Recreation Issues. Retrieved from <a href="http://www.journal/outdoor/issues.htm">http://www.journal/outdoor/issues.htm</a></p> <p>Correct format:  Jones, G., &amp; Smith, L. (2015). Recreation Issues.  <a href="http://www.journal/outdoor/issues.htm">http://www.journal/outdoor/issues.htm</a></p>
34	<p>Incorrect reference format in the Reference List. <a href="#">APA</a> uses the author's first initial, not the first name.</p> <p>Incorrect format:  Jones, George. (2015). Recreation Issues. Retrieved from <a href="http://www.journal/outdoor/issues.htm">http://www.journal/outdoor/issues.htm</a></p> <p>Correct format:  Jones, G. (2015). Recreation Issues. <a href="http://www.journal/outdoor/issues.htm">http://www.journal/outdoor/issues.htm</a></p> <p>Incorrect reference format in the Reference List. <a href="#">APA</a> uses does not use volume or issue.</p> <p>Incorrect format:  Jones, G. (2015). Recreation Issues. Journal of Leisure Sciences, vol 1 issue (4), 34-39. Retrieved from <a href="http://www.journal/outdoor/issues.htm">http://www.journal/outdoor/issues.htm</a></p> <p>Correct format:</p>

	Jones, G. (2015). Recreation Issues. Journal of Leisure Sciences, 1(4), 34-39. <a href="http://www.journal/outdoor/issues.htm">http://www.journal/outdoor/issues.htm</a>
35	<p>Incorrect Reference format in the Reference list. For an online article with no author:</p> <p>Title of the article. (year, month). name of the web site. (exact URL).</p> <p>EcoTourism and the Challenging Demands of the Modern Traveller. (n.d.). Thala Beach Nature Preserve.  <a href="https://www.thalabeach.com.au/ecotourism-and-the-changing-demands-of-the-modern-traveller">https://www.thalabeach.com.au/ecotourism-and-the-changing-demands-of-the-modern-traveller</a></p>
36	Incorrect APA format. See <a href="#">APA Guidelines</a> .
<b>Feasibility Corrections</b>	
37	Without a correct "demand" the PUC cannot be calculated.
38	Incorrect or missing calculations for Payroll Taxes and Benefits. See <a href="#">benefits and payroll taxes</a> .
39	The question is "Pricing Strategies" not a price list. See <a href="#">pricing strategy(ies)</a>
40	The question is for the "Industry" not your specific business. Incorrect answer.
41	<p>Missing or incorrect line items:</p> <ul style="list-style-type: none"> <li>• Each employee salary is a separate line item.</li> <li>• Only one line item for SSN/Medicaid; one line for each employee benefit and each payroll tax; and each utility.</li> <li>• Missing the line item for your bank loan</li> </ul>
42	Missing or incorrect "capital" budget line items. Capital items are planned to enhance or expand the business and are usually one time purchases of expensive (over \$1,000) and long lasting 3+ years. See <a href="#">Sample Capital budget</a> .
43	Incorrect O&M Budget format. See <a href="#">Sample O&amp;M Running Line Item Budget</a> .
44	Without a correct demand, the O&M pro-forma revenue line items cannot be projected.
45	Without a correct "demand," the viability of this business cannot be determined.
46	The correct answer is Local Commercial Recreation, see the text page 13.
47	Any business in this activity, would be an LLC or incorporated due to liability issues.
48	Include the name of the business in the mission statement
49	The text book should be included in References
50	Personal communications are not included in References. <a href="#">APA Guidelines</a> .