
THE NPR ACCURACY CHECKLIST WHAT YOU SHOULD DOUBLE- OR TRIPLE-CHECK

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| <input type="checkbox"/> AGES (Get the date of birth and do the math.) | <input type="checkbox"/> PRONOUNS (Don't guess or assume.) |
| <input type="checkbox"/> DAYS, DATES (Are you sure it happened then?) | <input type="checkbox"/> PRONUNCIATIONS (Of names, places, terms, etc. Dictionaries are your friend!) |
| <input type="checkbox"/> GRAMMAR & SPELLING (Readers notice such things.) | <input type="checkbox"/> QUOTES (Make sure they're accurate and correctly attributed.) |
| <input type="checkbox"/> HISTORICAL "FACTS" (Don't trust your memory.) | <input type="checkbox"/> SUPERLATIVES (Claims to be the first, best, worst, etc. are often wrong; never trust them.) |
| <input type="checkbox"/> LOCATIONS (Get them right, say them correctly.) | <input type="checkbox"/> TITLES (CEO, president, professor) |
| <input type="checkbox"/> NUMBERS (Check all math. Don't say "millions" if it's "billions." Learn percentage vs. percentage point.) | <input type="checkbox"/> WEB ADDRESSES & PHONE NUMBERS (Never report them without testing them first.) |
| <input type="checkbox"/> PROPER NAMES (Get the correct spelling and pronunciation for people, businesses, groups, etc.) | |

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