

## **Editorial Graphics and Publishing Services**

### **Options for Listing Information**

Generally, a vertical list, such as option A, may be introduced by a complete sentence, followed by a colon. For short, simple lists, it is preferable to use option B.

#### **Option A**

Liam Smith shows progress in his reading skills as he is able to do the following:

- Recognize and react to special words without pictures.
- Begin to respond to questions related to the story.
- Demonstrate an understanding by showing emotions and sharing his interpretations of the content.

#### **Option B**

Liam Smith shows progress in his reading skills as he is able to—

- recognize,
- respond, and
- react to special words.