

Southwest Michigan Journalism Collaborative Corrections Policy

Our writers/reporters must notify the project manager and editor, as soon as possible, of errors or potential errors found in theirs or a colleague's work.

When an error is made it's paramount that we say so immediately. When issuing a correction, we will point it out in the most visible way possible (bottom-of-story corrections, correction notes on graphics, photo captions, etc.) The correction will be issued immediately after the work containing the error is fixed, if at all possible.

A correction must always be labeled as a correction. We will not use terms like "recasts," "fixes," "clarifies," "minor edits" or "changes" when correcting a factual error.

If you would like to submit a correction, you can do so by emailing editor@swmichjournalism.com with the word "correction" in the subject line.