

PUBL90002 Editorial English

Credit Points:	12.50
Level:	9 (Graduate/Postgraduate)
Dates & Locations:	2010, Parkville This subject commences in the following study period/s: Semester 1, Parkville - Taught on campus. Semester 2, Parkville - Taught on campus. On campus
Time Commitment:	Contact Hours: 2 Total Time Commitment: 120
Prerequisites:	Admission to the Publishing and Communications program or Media and Communication honours or MA programs. Students enrolled in other cognate postgraduate programs may seek approval from the course coordinator.
Corequisites:	None
Recommended Background Knowledge:	None
Non Allowed Subjects:	None
Core Participation Requirements:	None
Coordinator:	Dr Mark Davis
Contact:	Mark Davis davismr@unimelb.edu.au (mailto:davismr@unimelb.edu.au)
Subject Overview:	This subject focuses on the key communication skill of editing. It introduces students to the linguistic conventions of editorial English, the use and interpretation of copy-editing symbols, and the parameters of a variety of house styles. Students will also learn the principles and practice of editing on screen and the procedures required to ensure editorial transparency and accountability in an electronic environment. The subject offers an overview of the major components of the editing process, with an emphasis on editing for consistency and cohesion. On successfully completing this subject, students will have a sound grasp of the linguistic and procedural aspects of copy-editing.
Objectives:	<ul style="list-style-type: none"> # have high-level written and oral communication skills through contribution to class discussions, the completion of exercises and assignments, wide reading on issues of contemporary English usage, and exposure to the protocols of editorial practice; # have a capacity for effective teamwork through group discussions, collaborative exercises and involvement in author/editor negotiations; # have cultural and ethical understanding through reflection and reading on issues of inclusive and non-discriminatory language and the ethical responsibilities of the editor; and # have information technology literacy and understanding of information management through participation in computer laboratory sessions and completion of exercises and assignments.
Assessment:	A manual editing assignment of 1500 words 30% (due mid-semester), a 1-hour copy-editing class test of 2000 words 30% (due late in semester), a copy-editing assignment of 1500 words 30% (due at the end of semester), and participation in workshop discussions 10%.
Prescribed Texts:	A subject reader will be available.
Breadth Options:	This subject is not available as a breadth subject.
Fees Information:	Subject EFTSL, Level, Discipline & Census Date, http://enrolment.unimelb.edu.au/fees

Generic Skills:	<ul style="list-style-type: none"># have acquired skills in research, including the use of online as well as print-based materials in the course of exercises and assignments;# have acquired skills in time management and planning through managing workloads for recommended reading, tutorial presentations and assessment requirements; and# have a capacity for critical analysis through close engagement with a wide range of texts.
Related Course(s):	Master of Arts (Science, Communication and Society) Master of Creative Writing, Publishing and Editing Master of Publishing and Communications Postgraduate Certificate in Arts (Editing and Communications) Postgraduate Diploma in Arts (Editing and Communications)