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# University of Pretoria Yearbook 2021

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## Publishing 210 (PUB 210)

<b>Qualification</b>	Undergraduate
<b>Faculty</b>	<a href="#">Faculty of Engineering, Built Environment and Information Technology</a>
<b>Module credits</b>	20.00
<b>NQF Level</b>	06
<b>Programmes</b>	<a href="#">BIS Multimedia</a> <a href="#">BIS Publishing</a>
<b>Prerequisites</b>	No prerequisites.
<b>Contact time</b>	3 lectures per week, 3 practicals per week
<b>Language of tuition</b>	Module is presented in English
<b>Department</b>	Information Science
<b>Period of presentation</b>	Semester 1

### Module content

\*Closed - requires departmental selection.

Copy-editing. This module offers an introduction to copy-editing as a phase in the publishing process. Topics covered are the role of the copy-editor in the publishing value chain; the levels of editing; the responsibilities of the copy-editor towards the manuscript, the author and the publishing house; the responsibilities and skills of the proof-reader; typical problems in texts; proof-reading and copy-editing symbols and the mark-up of texts; as well as legal and ethical aspects of editing. Learners are also equipped with practical skills in proofreading and copy-editing both digital and print-based texts.

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