



University of Pretoria Yearbook 2022

Publishing 210 (PUB 210)

| | |
|-------------------------------|--------------------------------------------------------------------------------------|
| Qualification | Undergraduate |
| Faculty | Faculty of Engineering, Built Environment and Information Technology |
| Module credits | 20.00 |
| NQF Level | 06 |
| Programmes | BIS (Publishing) BIS (Multimedia) |
| Prerequisites | No prerequisites. |
| Contact time | 3 lectures per week, 3 practicals per week |
| Language of tuition | Module is presented in English |
| Department | Information Science |
| Period of presentation | 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.

The regulations and rules for the degrees published here are subject to change and may be amended after the publication of this information.

The [General Academic Regulations \(G Regulations\)](#) and [General Student Rules](#) apply to all faculties and registered students of the University, as well as all prospective students who have accepted an offer of a place at the University of Pretoria. On registering for a programme, the student bears the responsibility of ensuring that they familiarise themselves with the General Academic Regulations applicable to their registration, as well as the relevant faculty-specific and programme-specific regulations and information as stipulated in the relevant yearbook. Ignorance concerning these regulations will not be accepted as an excuse for any transgression, or basis for an exception to any of the aforementioned regulations.