

Fall 2022

AP/WRIT 3730 A 3.0	Substantive Editing																		
Course Director:	Instructor: Professor Dunja Baus (dbaus@yorku.ca) Office Hours: Before or after class on Tuesdays and/or by appointment – virtually on Zoom or in person in South Ross 307																		
Time & location:	Course Hours: Tuesday 2:30-5:30 Room: Vari Hall 1005																		
Delivery Format: (Check one)	SEMR 01																		
Description	<p>Course Description</p> <p>Substantive editing is the assessment and revision of the structure (organization, content) and style (clarity, flow, language, sentence variety, mechanics) of book-length manuscripts and articles for journals and magazines. Students will gain experience in diverse substantive acts of editing through hands-on techniques and best practices for editing various types of texts to improve voice, style, organization, and argumentation. By the end of the course students will be familiar with the tasks that substantive editors are asked to perform and the standards to which they are held. Classes will consist of lectures, in-class exercises and editing activities in an interactive, experiential, and collaborative workshop-based seminar.</p> <p>Course Objectives</p> <ul style="list-style-type: none"> • Learn the rationale, objectives and standards for a substantive edit • Understand the range of substantive editing and its relationship to stylistic editing and copy editing • Learn techniques for and gain experience in assessing and revising documents for length, audience, organization and style • Practice giving and receiving constructive substantive editorial feedback • Recognize the importance of communication in the editor-author relationship, and in the process of editing as a whole <p>Assignment Breakdown:</p> <table border="1"> <tr> <td>Test</td> <td>15%</td> <td>In Class: October 4, 2022</td> </tr> <tr> <td>Letter to Publisher + Article Proposal + Manuscript Draft</td> <td>25%</td> <td>Due: October 18, 2022</td> </tr> <tr> <td>Author Letter</td> <td>20%</td> <td>Due: November 15, 2022</td> </tr> <tr> <td>Article (non-fiction or fiction, or poetry etc)</td> <td>15%</td> <td>Due: November 29, 2022</td> </tr> <tr> <td>Meta-Editing Reflection</td> <td>10%</td> <td>Due: December 6, 2022</td> </tr> <tr> <td>Seminar Attendance & Participation</td> <td>15%</td> <td>Throughout term</td> </tr> </table>	Test	15%	In Class: October 4, 2022	Letter to Publisher + Article Proposal + Manuscript Draft	25%	Due: October 18, 2022	Author Letter	20%	Due: November 15, 2022	Article (non-fiction or fiction, or poetry etc)	15%	Due: November 29, 2022	Meta-Editing Reflection	10%	Due: December 6, 2022	Seminar Attendance & Participation	15%	Throughout term
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Historical Requirement:	Course credit exclusion: AP/EN 3730 3.00 (prior to Fall 2012).																		
Requirements:	NA																		

Reading List: (Subject to change – please check with Instructor/York Bookstore before purchasing)	All readings (aside from Williams and Bizup’s Style) and editing activities will be provided in weekly seminars (hardcopies or e-copy); material covered in class (ie slides etc) will also be available on the course eClass site and will be listed in the Weekly Topic Blocks.
Open To:	PRWR/ENPR #rd/\$thyr and 3 rd /4 th yr non majors