

**ANG 426 EDITING  
(3 crédits)**

**CONCOMITANTE :** ANG 225 Advanced Writing Skills

**Nombre limite :** 30 étudiantes ou étudiants

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**DESCRIPTEURS :**

**Objectifs :** Maîtriser les normes de révision et de correction en les appliquant à divers contextes de rédaction professionnelle.

**Contenu :** Étude des règles de composition et de style de différents types de textes. Correction d'épreuves. Amélioration de la structure, du style. Révision pour obtenir exactitude, concision et clarté, pour éliminer les aspects sexistes de la langue, etc. Techniques: les titres, les renvois, les index. Le correcteur-rédacteur dans son milieu de travail.

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**AUTRES INFORMATIONS GÉNÉRALES**

Pour vérifier si cette activité pédagogique est offerte à la présente session, consulter l'horaire sur le site de la Faculté des lettres et sciences humaines à la rubrique *Études* (<https://www.usherbrooke.ca/flsh/etudes>).

## ANG 426 EDITING

### Objectives

To become proficient in the application of sound editing principles and practices in a variety of writing contexts; to acquire an understanding of the duties and functions of a professional editor. Emphasis will be placed on developing the ability to evaluate texts, identify their strengths and weaknesses, and make the necessary revisions and improvements.

### Content

- levels of edit : substantive editing, copyediting, proofreading
- editing symbols and practices
- editing for grammar and mechanics; accuracy; structure, style, and clarity; consistency; brevity
- readability and intelligibility
- adapting to a readership
- eliminating sexist language and jargon
- editing electronic documents
- proofreading
- typography and layout; integrating figures and illustrations
- structural and stylistic standards of different types of texts; style guides

### Procedures

Class time will be divided between lectures and workshop activities. Attendance at class is compulsory.

### Workload

Students will do editing assignments and exercises on a weekly basis. There will be 2 tests as well as a final examination.

### Evaluation

Assignments and exercises	50%
Tests	20%
Exam	30%

### Texts

*The Canadian Style : A Guide to Writing and Editing*. Revises and expanded. Toronto : Dundurn Press/Government Services Canada, 1997.

An English-language dictionary (recommended : *Canadian Oxford Dictionary*)

A collection of photocopied material for this course will be available for purchase at the FLSH Photocopy Centre.