

ENGL 3602: Professional Editing: Principles and Practices

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This course offers a comprehensive exploration of professional editing, equipping students with the critical skills necessary to refine and polish a wide range of documents for diverse audiences and contexts. Mastering the art of editing is not just about fixing errors but also about shaping communication to ensure clarity, accuracy, and impact in every field. Students will delve into the nuanced processes of editing, including copyediting, content editing, and proofreading while mastering industry-standard tools such as style guides, markup software, and collaborative editing platforms. The course emphasizes the key elements of effective editing—clarity, coherence, and precision—alongside the ethical responsibilities editors face in maintaining accuracy and integrity.

Through hands-on exercises and real-world projects, students will edit documents in various professional settings—such as technical reports, marketing materials, academic papers, and digital content—focusing on tone, style, and audience engagement. Topics include managing editorial workflows, collaborating with writers, addressing cultural sensitivity, and adapting to different media platforms. By the end of the course, students will not only understand the theory behind effective editing but also be adept at applying best practices to ensure the quality of communication across professional environments. This course is ideal for those pursuing careers in publishing, technical communication, content strategy, or any field where precise and compelling writing is key.