

# Blue Pencil

Newsletter of  
The Society  
of Editors  
(NSW) Inc.

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August 2007

## Editing examination: Issues paper

*The Accreditation Board has prepared an issues paper exploring approaches to IPEd's proposed examination and the implications of completing the exam on-screen. Society members are urged to read the paper, reproduced here, and respond by 15 August. A discussion about responses will be part of our September meeting on exam issues.*

The Institute of Professional Editors is preparing an accreditation scheme in which the first level of accreditation is achieved by examination. At the IPEd national conference in Hobart in May 2007, a demonstration of a sample exam (page 2, *May Blue Pencil*) received a positive and valuable response. At the conference, prospective examination candidates offered feedback (both in the plenary session and through the feedback box) on the content of the sample exam. They also expressed an overwhelming preference for completing their answers on-screen rather than on hard copy.

This issues paper explores the ramifications of this response—both for refining the content and for using computers to complete the exam.

### Requirements

Logistics and costs dictate certain requirements for the conduct of the examination. The IPEd Council and Accreditation Board are committed to making the administration of the examination cost-neutral while keeping costs for candidates as low as possible.

### Attendance in person

Candidates must attend in person and show photo identification to sit the exam: it will not be possible to complete the answer paper on-line at home. The reason is to prevent cheating. Even with digital or biometric identification, a candidate sitting at home could arrange for someone else to do the exam in their name once they have completed the log-in.

The Accreditation Board feels that editors who are serious about their profession will make the effort to be present at the exam venue. Candidates who feel they are disadvantaged by having to attend in person should contact the Accreditation Board, who will endeavour to find a solution for their particular circumstances.

### Confidential exam

Costs will be high if a new and exactly equivalent set of examination questions is produced each year, so the Assessors Forum will look at reusing some questions in later exams to reduce the costs of both setting and marking. Because it is important to maintain the confidentiality of the exam paper,

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**Next meeting: Tuesday, 7 August 2007**

### Scientific style and the BELS exam

Matthew Stevens will discuss his newly released guide for editors *Subtleties of Scientific Style*, and outline some issues of style that science editors should address. His book takes an iconoclastic approach, and Matthew emphasises that the key criterion in any writing is whether it conveys meaning clearly. Rhana Pike, our second speaker, will also talk about language in scientific editing. Rhana will provide details about the BELS exam, an international exam for life sciences editors, and explain some of the practicalities of accreditation by examination.

Matthew Stevens has more than 20 years experience as a scientific editor and is the first outside North America to be awarded the ELS (D), the highest accreditation to be offered by the US-based Board of Editors in the Life Sciences. Rhana Pike is a society member and highly qualified science editor.

Sydney Mechanics' School of Arts, 280 Pitt Street, 6.30 p.m. for 7.00 p.m. Drinks (including mulled wine!) and light refreshments provided. \$15 for members and students; \$20 for non-members and those who do not RSVP; \$7 for holders of a current concession card or student card.

Please RSVP to (02) 9294 4999 (voicemail) or the email address <editorbruce@optusnet.com.au> by Friday, 31 August 2007.

September meeting: Accreditation exam issues, Tuesday, 4 September 2007.

candidates will not be permitted to remove any examination material from the room. This means, too, that candidates may not complete the exam using their own laptops. Although it is possible to include code in the exam paper that automatically deletes after a specified period, it could still be recovered from the memory cache.

**Marking**

The members of the Assessors Forum, who will mark the exam papers, reject the use of on-screen editing with Track Changes because they know from experience that it is difficult to read and therefore slow (and expensive) to mark. They ask that the first two sections of the exam, the individual sentences and the manuscript sample, be marked by hand.

**Refining the exam paper**

Discussion of the sample exam paper raised various points to be addressed in preparing the actual exam paper:

- Greater efforts will be made to broaden the focus of the exam to include editors who work outside the publishing industry. Section 3, which offers candidates a choice of several short-answer questions, will be enlarged from eight to twelve questions to accommodate varieties of editing practice such as science, maths, technical editing and non-book work.
- Scenarios that include a hypothetical relationship with a client or author will provide more background and briefing so that candidates can better judge how to respond.
- The exam will be adjusted to reduce the amount of handwriting required on the answer paper. For instance, instead of writing a complete letter to an author, candidates may be asked to list the points they would make in the letter.

Although the amount of handwriting could be reduced, some parts of the exam—such as the copyediting of a passage—need to be done in writing to facilitate marking (see above). However, some exam tasks—such as marking up a bibliography—are cumbersome to do by hand and one could argue that candidates who are not familiar with written mark-up may be prevented from displaying their true level of skill. Perhaps the marking system can make allowance for such perceived disadvantage.

**Implications of an on-screen exam**

If the exam is to be done on-screen, computer laboratories must be hired. This has implications for logistics and costs.

**Platform problems**

Appropriate numbers of Macs and PCs need to be provided, depending on candidates’ preferences. (The computer labs we have contacted cannot provide a virtual Mac on an actual PC or vice versa.) This is a considerable constraint and may reduce the numbers who can sit the exam at any one time—a venue may have to turn away Mac users although it has places for PC users, or vice versa. Since some computers would be idle, the costs per head would rise.

**Unfamiliar working environment**

Candidates will work on unfamiliar computers, without the benefit of the customised templates and macros that they normally use. Freelancers who occasionally work in house will be familiar with this situation.

**Technical failure**

Guidelines have to be drawn up to ensure that candidates are not disadvantaged by glitches and failures of equipment, and extra provision has to be made for appeals relating to these difficulties. This will add to costs and delays.

**Output**

The form in which the answer paper is produced from an on-screen exam may be Word files as email, disks or print, depending on the facilities of the venue. Candidates may need to verify the output, thus extending the time and technical support required.

**Costs**

Costs for an on-screen exam will certainly be higher, but they are difficult to quantify. The quotes obtained by the Accreditation Board vary considerably, depending on factors such as whether the room is hired for a half day or a full day, whether the cost of technical support is included in the hire of the lab, and so on. The figures given here cover the typical cost of hiring two computer labs and a second invigilator, plus technical support for set-up before the exam and assistance during it. They provide a rough indication only; the actual figures may be higher or lower, depending on the city and the venue.

Cost (n=30)	\$
<b>Handwritten Exam</b>	
hire of room	300
1 invigilator (4 hrs @ \$40)	160
<b>Total</b>	<b>460</b>
<b>On-screen Exam</b>	
hire of two computer labs	1200
2 invigilators (8 hrs @ \$40)	320
tech support (5 hrs @ \$100)	500
<b>Total</b>	<b>2020</b>

Another quote for hire of labs and tech support, excluding invigilators, was \$100 per person, giving a total for 30 people of about \$3320.

Taking into account the caveats above, these figures show that the on-screen exam will add at least \$50 and possibly more than \$100 to the sitting fee. (Of course the sitting fee is only one component of the exam fee, which must also cover the costs of administration, advertising, setting the exam and marking.)

**Disadvantaging those who don’t work on-screen**

Editors who work exclusively on hard copy may claim that an on-screen exam disadvantages them. Do we judge them as having failed Standard A5, knowledge of technology relevant to editing practice, and therefore having failed the accreditation exam?

However, as one respondent pointed out: ‘Some large and highly respected book publishing companies do not have editors working on-screen; some companies have editors working on-screen only where they deem it appropriate; and maths textbooks are still accepted in handwritten MS form and therefore necessarily edited on hard copy. We shouldn’t run away with ideas of the trend being to on-screen and new worlds of editing—some of those companies are unlikely to change any time soon because they have sound editorial reasons for not switching.’

Do we attempt to accommodate editors who don’t work on-screen? If so, should they be given extra time to complete the exam?

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# CredAbility 6: Accreditation milestones

The national editors conference recently held in Hobart marked a significant stage in the introduction of a national accreditation program. All societies have now voted on motions to endorse the amended accreditation proposal, and the results of the vote were announced at the IPEd/Accreditation Board plenary session on 11 May. Overall, the vote in favour of the revised accreditation model amounted to 85 per cent—an overwhelming endorsement. During the plenary session, Shelley Kenigsberg also reported on developments to date and Renée Otmar presented and discussed the sample exam prepared by the assessors. Vigorous questioning from conference delegates followed, particularly on aspects of the exam, including the range of options in Section 3 and the possibility of taking the exam on-screen. Participants expressed overwhelming support for this option. The problem of confidentiality for some editors at the portfolio stage was also raised.

The Accreditation Board considered these comments during its conference meeting and is also currently collating other comments received from conference delegates through the comments box.

The on-screen option represents a significant departure from the exam model on which the Assessors Forum and the Accreditation Board have been working since last December. The board has no wish to disadvantage

potential applicants who do all or most of their work on-screen or on-line, and we are well aware that this provision could affect a large number of editors. We are preparing an issues paper on all the ramifications of this option, that was posted on the IPEd website at the end of June (and starts on page 1 of this newsletter). This is an important question for potential applicants; please be sure to read the issues paper and pass on your views to the Accreditation Board through your society's delegate.

The sample exam is to be placed on the IPEd website and will provide the basis for workshops for potential applicants conducted by societies. If you would like to try 'sitting' the exam, to test your strengths, weaknesses and timing, you are welcome to do so.

The board is currently preparing the text of its 'Operations Manual'. The Manual consists of guidelines for applicants, assessors, the Examination Coordinator, board delegates, societies and invigilators, as well as guidelines for appeals. Board members are investigating the availability and cost of exam venues and invigilators, and the most cost-effective method of organising the exam. Planning for the training of markers has also begun.

Following the incorporation of the Institute of Professional Editors, the first exam will be held in March 2008. This exam will include extra options in Section 3 for maths/science, corporate and generalist editors, as well as other

amendments, to meet the needs of potential applicants working in a wide range of areas. The board will give at least four months notice of the actual date.

To help the board's planning, all society members have been asked whether they intend to sit the exam in 2008, 2009, later or not at all. You have also been asked to provide your postcode, so we will know whether there is any demand for holding the exam in regional areas.

The application fee for the exam must cover all costs, including preparation, training of markers, administration, hire of venues and invigilators, backup services, public and professional liability insurance, marking and appeals, printing and postage. Provision of the on-screen option will increase the costs and therefore the fee. The board will provide figures as soon as they are available; we will do all we can to keep the application fee to a minimum. Applicants who are current financial members of an editors society will receive a discount on the fee.

As editors, you know that the devil is in the detail, so board delegates have a crucial job ahead of them this year. The Accreditation Board's primary commitment has always been to deliver a workable accreditation system that meets your needs. Your feedback—on your intentions to take the exam, the substance of the sample exam, and the issues paper (see page 1)—will help us achieve this goal.

Society	Number of votes	Votes for	%	Votes against	%	Abstentions
Canberra	89	72	81	15	17	2
NSW	26	18	69	6	23	2
Qld	31	28	90	1	3	2
SA	48	40	83	8	17	0
Tas	44	39	89	2	5	3
Vic	58	50	86	4	7	4
WA	20	19	95	0	0	1
<b>Total</b>	<b>316</b>	<b>266</b>	<b>85</b>	<b>36</b>	<b>10</b>	<b>14</b>

## Order Form: Society of Editors (NSW) Inc.

The *Editorial Services Directory 2007*, published by Society of Editors (NSW) Inc., is available.

It has all the usual features—freelance editors listed by Services Offered; by Types of Published Material they have worked on; by Subject (or Genre) specialities; together with a directory entry for each freelance editor of up to a page.

The price is \$20 per copy, which includes postage.

I would like to buy.....  
copy/ies of *Editorial Services Directory 2007* @ \$20 per copy (postage within Australia included) for a total of \$.....

Name:.....  
Organisation:.....  
Address:.....  
.....  
.....  
Cheque/money order, made out to Society of Editors NSW, enclosed for \$.....

Or please charge \$.....  
to my credit card:

- Bankcard  
 MasterCard  
 Visa

Credit card number:.....  
Expiry date:.....  
Name on credit card:.....  
Cardholder's signature:.....

See page 7 for details on payment by our new direct deposit facility. Otherwise, please return the form and payment to the society at PO Box 2229, Rose Bay North, NSW 2030.

# Tiered membership system

The newly introduced tiered membership system will work as follows.

## Categories

This membership year (2007) the Society of Editors (NSW) Inc. will offer members the option of three categories:

1. Existing members (as at 31 December 2006) can remain an ordinary member at the current fee (\$70/75) with the current entitlements;
2. Existing and new members can become a professional editor member at the current ordinary fee with the current ordinary entitlements, provided you have two years experience in a paid editing role and can supply two letters confirming your experience; or
3. Existing and new members can become an associate member at a reduced fee (\$50) with reduced entitlements (an associate member cannot vote at an election, cannot become an office bearer and cannot be listed in the *Editorial Services Directory*).

## Phasing in a new system

Within four years (before January 2011) all ordinary members will be asked to choose either:

1. Professional editor member status; or
2. Associate member status.

Four years should be sufficient time for those seeking professional status to gain professional experience if they do not already have it.

## Experience

Professional editor members must have at least two years in-house experience as an editor or the equivalent freelance or part-time experience. For example, if you worked half-time as an editor for four years (part-time or freelance) then that would be an acceptable equivalent to two years full-time work as an in-house editor. Professional experience must be in a paid editing role. As professional members may have had career breaks, there is no limit on how long ago the professional editing experience was obtained. Professional editor members will be asked to provide details of their experience and two letters (in English) that can be checked by a subcommittee appointed for this purpose. The subcommittee will simply confirm the statements supplied by the third parties. The letters can just be a statement of the years of experience in an editorial role. See the Professional Editor Membership flyer for more information about requirements.

## Corporate Associates

A new category of Corporate Associates is also available. Publishing companies and other businesses and organisations that support the Society of Editors (NSW) Inc.'s aims can become Corporate Associates. For an annual fee of \$300, Corporate Associates of the society will receive five copies of *Blue Pencil* each month and one copy of the *Editorial Services Directory*, five free admissions to each monthly meeting and two free admissions to special events, such as the Christmas dinner. The usual member rates on professional development courses and workshops will apply to Corporate Associates for up to five attendees.

**The Committee**  
**Society of Editors (NSW) Inc.**

## **IPEd notes**

*News from Institute of Professional Editors, formerly known as CASE, July 2007*

The beginning of July is the deadline for various activities of the Interim Council and its offshoots. If everyone keeps to their promises, by the time you read this not only will the website be transformed, but it will also contain several new items for you to think about.

The Communication Working Group and the Website Working Group are collaborating to finalise the revision of the website. The new version will incorporate several new functions and will be much more appealing and easier to use. We hope it will be the channel for communication between IPEd and the members of the societies of editors, as well as presenting a professional image to the general public.

Following the members' overwhelming endorsement of the proposal to establish IPEd as a company limited by guarantee, the Interim Council expects to have a draft of the constitution available for comment. Members will then have one month to send their comments on the draft to their IPEd delegate, and the Interim Council will consider the feedback and make any necessary revisions by the end of August. Work is proceeding on a business plan and an indicative budget for the newly incorporated entity.

IPEd's Accreditation Board is considering the reaction to its presentation of a sample editing exam at the national conference in May. Many participants were concerned at

the prospect of a handwritten exam and expressed a strong preference for doing it on-screen. The Accreditation Board has prepared an issues paper to explore all the ramifications of moving to an on-screen exam, including an estimate of the extra costs of providing computers and technical assistance. The issues paper (page one of this newsletter) will be posted on the IPEd website, and members are encouraged to study it and respond via their Accreditation Board delegate. The Accreditation Board is also collecting information about intentions to sit the exam; so far it seems that most members want to take the first opportunity and hope to sit in 2008.

Meanwhile the Assessors Forum is working on the marking system for the sample editing examination that was presented at the national conference, and both the exam and the answers will be posted on the website. Members are invited to work through the sample exam in their own time. During the second half of the year each society of editors will hold a workshop so members can discuss their impressions of the exam and raise their concerns. The recommendations from these workshops will be taken into account in preparing the actual examination, which is expected to be held in March 2008.

**Janet Mackenzie**  
**IPEd Liaison Officer**

## **NEW MEMBERS**

**Michael Murphy**  
**Elena Guarracino**  
**Nick Day**  
**Rhiain Hull**  
**Katherine Kulakowski**  
**Julia Buxton**  
**Elsina Meyer**  
**Lee Burrell**

## **You can still return your Member Survey**

Have you sent in your 2007 Member Survey yet? Processing the results has begun but there is still time to return your survey. All society members were sent a stamped envelope with their survey. Please contact the newsletter editor at <cje\_editing@hotmail.com> if you require a copy. We need your help to work out what members want and what current rates are, and how we should calculate any future suggested rates. If you only have time to fill out some of the form we would still appreciate your response.

### **continued from page 2**

#### **Compromise solutions**

It might be possible to develop a compromise:

- Have some questions to be answered on paper and others on-screen; this is the process in exams conducted for various tertiary editing courses.
- Allow candidates to choose whether to sit the exam on paper, or on-screen with an extra charge to cover the higher cost; of course special care would be needed in marking to ensure that neither group was disadvantaged.

These compromise solutions would provide flexibility for applicants but do not solve the problems of logistics and costs outlined above.

#### **Other points raised**

- The conference feedback included a question from an editor with a disability who would find it difficult to sit an exam

in any form: special arrangements will be made for any candidate who suffers such a disadvantage.

- Some felt that the suggested 80 per cent pass mark is too high. However, it will not advance the profession if we endorse the work of editors who are wrong more than 20 per cent of the time.
- An editor who holds a post-graduate diploma with high distinctions is worried about failing the exam. We repeat that the exam is designed to test basic editing skills, and anyone with a tertiary editing qualification and a couple of years' experience should pass easily.
- It was suggested that software called Moodle might be helpful, but this program is designed for creating courses and promoting interactive learning rather than for testing knowledge and grading results.

• Another request was that the societies arrange a social event following the exam so candidates can celebrate and wind down, but we feel that they can probably make their way to the nearest pub without assistance.

- The Accreditation Board and Assessors Forum were gratified by this encouraging comment: 'You're all doing an amazing job. Don't try to please everyone and cater to all exceptions. It's better to move ahead and make decisions than be immobilised by critics.'

#### **What do you think?**

The Accreditation Board invites constructive responses to this issues paper from members of the societies of editors. Please contact Julie Harders <julieharders@bigpond.com> or email <vivienne@spressservices.com> before 15 August 2007.

## Editor wins Frankfurt Fellowship

Jasmin Chua, a senior editor at Hardie Grant Books, is one of 18 recipients of this year's Frankfurt Fellowships. The 'Frankfurt Fellows' is a group of publishers and agents from different countries. They travel to Germany for a month-long professional development program, and will tour the German publishing centres as guests of the Frankfurt Book Fair.

Jasmin is one of 18 Fellows from 15 countries to receive a fellowship for 2007. Overall, more than 150 publishers from 40 countries have received Frankfurt Fellowships since the program began. For more details visit the website <[www.frankfurt-book-fair.com](http://www.frankfurt-book-fair.com)>.

This year the Frankfurt Book Fair will be held from 10 to 14 October. Each year, the APA organises a display of new titles in the Showcase of Australian Publishing. Contact <[kathy.fulcher@publishers.asn.au](mailto:kathy.fulcher@publishers.asn.au)> for more information.

## Carpenteria wins Miles Franklin Literary Award

This year's Miles Franklin Literary Award has been won by Alexis Wright for her novel *Carpenteria*, published by Giramondo. On accepting the award, Alexis said: 'The Miles Franklin Award is now in its 50th year. It has a rich history of honouring the work of many great Australian writers whose work I respect and admire. As an Indigenous Australian writer trying to make my contribution to the literature of this country, I am honoured to be in their company.'

As reported in Thorpe's *Weekly Book Newsletter* the publisher of *Carpenteria*, Ivor Indyk of Giramondo, commented: 'It was quite an intellectual challenge for me as an editor: there are ungrammatical moments that you wouldn't want to cut out, even though your training tells you to "fix" them.' *Carpenteria* took some years to come into print, being considered by at least two other publishers before being picked up by Giramondo.

## Galley Club AGM, 15 August

The Galley Club AGM will be held on Wednesday, 15 August. The president will give an overview of the year, the treasurer will advise on the financial statements for the year and the new committee for 2007/2008 will be voted in. There will be an opportunity to meet and have a chat with other industry professionals afterwards, with free drinks until 8.30 p.m. If you are interested in being involved with the committee for the coming year please contact Michael Schulz by email at <[president@galleyclubsydney.org.au](mailto:president@galleyclubsydney.org.au)>.

The AGM will be held at the Cap Room, in the Harbourview Hotel, 18 Lower Fort Street, The Rocks, 6.30 p.m. to 7.30 p.m. Admission to the AGM is free and drinks and nibbles will be provided. Visit the website <[www.galleyclubsydney.org.au](http://www.galleyclubsydney.org.au)> for more information about the Galley Club of Sydney.

## Freelancers do lunch, 30 August

The next freelancers' lunch will be held upstairs at the Exchange Hotel, corner of Beattie and Mullens streets, Balmain, at noon on Thursday, 30 August 2007. Mains cost about \$10 to \$14. Buses to Balmain leave stand B, behind the QVB, every 10 to 15 minutes. Hop on a 441 or 442 then alight outside the hotel.

The invitation to lunch is cordially extended to other freelancers who work in the publishing industry. There is no need to RSVP. See you there!

## Walkley Award for Best Non-Fiction Book call for entries, closing date 24 August

Entries are still being accepted for the Walkley Award for Best Non-Fiction Book. The award is open to Australian journalists or writers whose work was published in the year from 1 September 2006 to 31 August 2007. Entrants must be Australian citizens or permanent

residents of Australia. For entry details and to download an entry form, visit <[www.walkleys.com](http://www.walkleys.com)> or phone Louisa Graham, (02) 9333 0913.

## Melbourne Writers' Festival, 24 August to 2nd September

This year, *The Age* Melbourne Writers' Festival will honour one of Australia's literary greats, Elizabeth Jolley, with a lecture by her friend and long-time agent Caroline Lurie. John Clarke and Ellen Koshland have produced two significant events to honour the centenary of the poet WH.Auden. Guests at the festival include Gabrielle Lord, Clive James, William McInnes, Victoria Glendinning and Alexander McCall Smith. For program details, visit the website <[www.mwf.com.au](http://www.mwf.com.au)>.

## 2008 Asialink residencies, closing date 7 September

Applications for 2008 Asialink arts residencies are now open. Up to ten residencies will be offered for writers of all genres to further professional development and bilateral engagement in Asia. Arts management residencies are also available for book industry personnel. Applications for residencies close on 7 September 2007. For more information about requirements, phone (03) 8344 3578 or visit the website <[www.asialink.unimelb.au/arts](http://www.asialink.unimelb.au/arts)>.

## The Editorial Services Directory 2007 is now available

Members who have advertised their services in the *Editorial Services Directory 2007* should receive their free copy soon. Further copies can be purchased from Terry Johnston for \$20 (postage included). See the order form on page 4. Please send a cheque or money order to PO Box 2229, Rose Bay North, NSW 2030. Or, use the new direct deposit method of payment. Details for direct deposits are provided on the next page.



## New direct deposit payment option

The society now offers three options for payment:

1. by credit card over the phone (or mail or email);
2. by cheque;
3. using our new direct deposit facility, which is the most secure.

Using your own bank's on-line funds transfer option, make the payment direct to our CBA account.

Account Name: Society of Editors (NSW)

BSB: 062172

Account Number: 00905083

Include your payment description in the space provided, and that's it!

The account is checked regularly for deposits, but if you want confirmation of your deposit, please send an email to <treasurer@editorsnsw.com> to receive a return email. This confirmation email will also serve as a receipt. If you need a paper receipt, advise your address in your email and one will be provided.

If you have any questions on this process, please contact the Treasurer, Owen Kavanagh, by email or phone 0418 440 151.

**Owen Kavanagh**

Society of Editors (NSW) Inc.

PO Box 254, Broadway NSW 2007; Voicemail: (02) 9294 4999  
<www.editorsnsw.com>.

### **Blue Pencil**

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Your comments and contributions are welcome. Mail them to the Editor, *Blue Pencil*, Society of Editors (NSW) Inc., PO Box 254, Broadway NSW 2007, or email Catherine Etteridge at <cje\_editing@hotmail.com>.

### **Copy deadline for the September issue is Tuesday, 14 August 2007**

The views expressed in the articles and letters, or the material contained in any advertisement or insert, are those of individual authors, not of the Society of Editors (NSW) Inc.

### **Advertising rates**

Full page, \$375; half page, \$200 (horizontal only); one-third page, \$125 (vertical or horizontal); quarter page \$100 (horizontal only); one-sixth page, \$75 (half of one column). Inserts: \$200 per hundred for DL-sized or A4 pre-folded to DL size. Circulation: approximately 375. Please note that the committee reserves the right to decide whether advertisements are appropriate for this newsletter.

### **Membership**

Membership of the Society of Editors (NSW) Inc. is open to anyone working as an editor for publication (print or electronic documents) and anyone who supports the society's aims. Membership is available in different categories.

Membership runs for a calendar year. The 2007 fees are \$70 for ordinary member or professional member renewals; \$75 for new professional members (\$45 if joining after 31 May); or \$50 for associate membership. Interested organisations can become corporate associates for \$300 per year.

To obtain a membership application form, phone (02) 9294 4999 or write to PO Box 254, Broadway NSW 2007.

### **Listing in the *Editorial Services Directory***

The society's *Editorial Services Directory* is available online at <www.editorsnsw.com/esd/>. New listings and updates can be added quarterly as follows:

- online only: July (deadline 30 June); October (deadline 30 September)
  - print and online: January (deadline 31 December); April (deadline 31 March).
- The cost is \$40 per year (\$20 for new listings received from April to September) in addition to the fee for membership of the society. New listings should be submitted using a template available from Cathy Gray at <cgray@mpx.com.au>.

### **Committee meetings**

All members are welcome to attend the society's committee meetings, generally held each month. Please contact a committee member for details if you wish to attend the next meeting.

## 2007 COMMITTEE

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Copy deadline for the September issue of  
***Blue Pencil:***

Tuesday, 14 August 2007

## Professional development

### Copyediting

**Presenter:** Shelley Kenigsberg

**Date:** Thursday, 23 August

**Cost:** \$195 members, \$265 non-members

The workshop will focus on the skills copyeditors need and look at some of the issues modern professional editors face, including:

- the process of putting a publication together from idea to final output (fiction and non-fiction)
- what editors are expected to know—*Australian Standards for Editing Practice*—the Standards document, content expertise or generalist knowledge, standard references
- what editors are expected to do—fact checking and queries, consider consistency and clarity, check word usage, errors in logic, assign styles
- text structure (though not structural editing)
- author/editor roles; successful communication
- basics of grammar, syntax, spelling and punctuation
- levels of design editors need to know, advise on
- hard copy vs electronic editing.

### Typography for editors

**Presenter:** Bruce Howarth

**Date:** Friday, 21 September

**Cost:** \$195 members, \$265 non-members

### Effective writing: structure, style, and plain English

**Presenter:** Pauline Waugh

**Date:** Friday, 16 November

**Cost:** \$195 members, \$265 non-members

### Smart marketing for freelancers

**Presenter:** Terry Johnston

**Date:** Saturday, 22 March 2008

For more information about the workshops, email Pauline Waugh at <pauline.waugh@corporatecommunication.com.au>.

## Conference volunteers

If you believe that the society adds something worthwhile to your life, think about helping us to run it. You might wish to consider how you can contribute to planning the 2011 national conference to be held in Sydney.

And, do not forget we would especially like to hear from all society members with a proposal for the 2011 conference theme.

**Please forward theme proposals to '2011 conference in Sydney' care of the Society of Editors (NSW) Inc.**