

Area overviews

Many weeks this semester, two students will collaborate on an area overview which describes some of the issues related to copyediting in English—the second “track” of the course, which is the more formal subject matter about which copyeditors should be educated. While most subject matter for area overviews comes from our course texts, some is additional material included based on my experience as a writer and editor.

This overview will be a 20–30 minute oral presentation. You should prepare an accompanying handout which summarizes the most important material from your presentation, includes information not in our course texts, etc. You need to turn in one copy of this handout to me in advance, so I can copy and distribute it for everyone to read before class.

Your overview should:

1. Outline the most important discussions of the assigned subject matter from *The Copyeditor's Handbook* and/or *The Chicago Manual of Style*, especially where methodology is concerned. Be prepared to lead a discussion of these points.
2. Resolve any major ambiguities or problems which you feel are related to your topic, whether intrinsic or the result of our course's dual textbooks.
3. Provide some detail regarding useful outside sources.

Hints

- Please ask me for specific suggestions regarding your topic—I almost always have some, and I might be able to loan you a useful book or two as well.
- Start the overview well in advance; that will allow you to develop it over time, and get me involved if you have trouble.
- Work with your partner from the start—exchange contact information and stay in touch. Don't approach the overview by dividing up the work and not communicating until a day or so before the deadline.
- If you want to develop your overview into a presentation suitable for WIU's Undergraduate Research Day, let me know—I can help.

Schedule

<i>Date</i>	<i>Subject</i>	<i>Students</i>
Feb 8 or 10	Punctuation method	Jacob Gamage & Chelsea McDougall
Feb 15 or 17	Punctuation errors	Joanna Peterson & Jason Sarna
Feb 22 or 24	Spelling	Noelle Ebert & Derek Vore
Mar 1 or 3	Usage	Joelilyn Dorsey & Jeremy Wiebenga
Mar 8 or 10	Capitalization	Jed Engberg & Audrey Kline
Mar 22 or 24	Numbers	Cathy Clancy & Joe Adams
Mar 29 or 31	Electronic editing	Jen Gorey & Micheal King
Apr 5 or 7	Typefaces	Jason Kline & Dawn Leffler
Apr 12 or 14	Typecoding	Amy Stoneburner & Jeffery Uppole
Apr 19 or 21	Abbreviations	Jim Dexter & Pat Ryan
Apr 26 or 28	Internationalization	Dan Citro, Kim Iwanicki, & Valerie Pheiffer