EVERYONE NEEDS A COPY EDITOR
1. Teaching a variety of procedures has long been a required element of the OB-GYN / ob-gyn / obstetrician/gynecologist residency curriculum in the U.S.

2. There were at least three casualties / people killed after a tornado tore through Perryton, Texas.

3. While reading books in the library, the two people glanced at each other / one another often.

4. The fire burned nearly 68 square miles / acres of hilly brush land, an area the size of Washington, D.C.
5. The editors packed PB&J / peanut butter and jelly sandwiches and BLT / bacon, lettuce, and tomato / bacon, lettuce and tomato sandwiches for the retreat.

6. She is a one-time / onetime / one time winner and one-time / onetime / one time champion, but having won only one-time / onetime / one time she didn’t hold the title long.

7. Naloxone / Narcan, a lifesaving drug that reverses opioid overdoses, has been available in Washington without a prescription for years.
Please Wait Here

Associate will you call when their ready

We want to insure all customers have they privacy
HARRIS COUNTY MASK ORDER
FACE COVERINGS REQUIRED IN PUBLIC

Face masks required starting Monday April 27th through 30 days
10 years and older must wear face coverings
Homemade masks, scarfs, bananas
Possible $1,000 fine for not wearing face covering
PLEASE USE TONGUES TO PICK PASTRIES. TAX
ON YOUR SIDE AT 6
MASKS & HAND SANITIZER HANDED OUT
UNDESERVED NEIGHBORHOODS IN RICHMOND
copy editor  Seldom a formal title.  
Also: copy editing, copy edit.
WHY STUDY COPY EDITING?

Marketable skills

• attention to detail
• teamwork
• ability to meet deadlines
• time management
• problem solving
• cultural awareness
WHAT IT’S NOT

• a headline writing contest
• a current events contest
• a spelling contest
WHAT IT IS

a contest that focuses on editing, including

• knowledge of current events
• grammar, spelling, punctuation, style
• sentence structure, including passive voice and word choice
• current events, cultural knowledge
• media law and ethics
HIGH-LEVEL EDITING

- Are there any legal issues (libel)?
- Did the reporter interview the right people?
- Did the reporter interview enough people?
- Did the reporter ask the right questions?
- Does the story cover all sides?
- Is the story in context?
Ebola-free, Dallas nurse returns to North Texas

Jessica Gresko, Associated Press

Oct 23, 2014 | 2:05 PM

Pham arrived at Meacham Airport in Fort Worth just before midnight Friday.

Dallas nurse Nina Pham — declared Friday to be free of the Ebola virus — is back home in North Texas after a two-month stay in a Texas hospital that included a meeting with President Obama.

Pham arrived at Meacham Airport in Fort Worth just before midnight Friday.

Upreti the plot Justin Upreti said he felt "Pham back to Texas and said, "Pham, great."

Carter: States should decriminalize gay marriage, not fetus.

Uncut: Frenchy's last stand?

White House working on new Ebola guidelines

Oct 23, 2014 | 3:25 PM
[W]e are officially retracting 'A Rape on Campus.' We are also committing ourselves to a series of recommendations about journalistic practices that are spelled out in the report.

We would like to apologize to our readers and to all of those who were damaged by our story and the ensuing fallout, including members of the Phi Kappa Psi fraternity and UVA administrators and students.
CULTURAL LITERACY

Expect temperatures to be at coldest on Friday morning, near freezing.

By Patrick Beach
pbeach@statesman.com

Yes, it’ll be at least 20 degrees cooler Tuesday than it was Monday, but it’s not slice-open-a-tauntaun-like-Luke-Skywalker-in-“The-Empire-Strikes-Back” cold. On the other hand, you’ll

A story about Austin’s cold weather on Tuesday’s Page B1 incorrectly identified the character who sliced open a tauntaun to stay warm in “The Empire Strikes Back.” It was Han Solo.
MID-LEVEL EDITING

- Does the story flow well? Has the reporter made good use of transitions?
- Are sentences structured correctly?
- Has writer made appropriate use of passive voice?
- Is vocabulary appropriate for the audience?
- Is math correct?
- Is geography correct?
CULTURAL SENSITIVITY

- Avoiding sexist writing
- Being insensitive
- Cultural awareness
mentally disabled, intellectually disabled, developmentally disabled The preferred terms, not mentally retarded.

disabled, handicapped In general, do not describe an individual as disabled or handicapped unless it is clearly pertinent to a story. If a description must be used, try to be specific.
**firefighter, fireman**  The preferred term to describe a person who fights fire is firefighter.

**mailman**  Mail or letter carrier is preferable.

**transsexual**  Use transgender to describe individuals who have acquired the physical characteristics of the opposite sex or present themselves in a way that does not correspond with their sex at birth.
LOW-LEVEL EDITING

- Grammar
- Spelling
- Punctuation
- Style
“No dream is too big, no challenge is too great. Nothing we want for the future is beyond our reach.”

President Donald J. Trump
BILL WOULD ALLOW CANNIBALS TASTING ROOMS
GRAMMAR

- Subject / verb agreement
- Passive voice
- Order of tenses
- Pronoun / antecedent agreement
- Incomplete sentences
- Dangling modifiers
- Wordiness
1. Nursing schools now recruit more students in order to / to address a staffing shortage.

2. None of the politicians were / was ready to legalize marijuana.

3. Due to the ice and snow, none of the garbage was / were picked up.

4. City officials want to quickly raise money so they increased fees for a both at the downtown farmer’s market at 713 Ohio Avenue.

5. Markwayne Mullin made history as the first Native to actually win election to the U.S. senate in nearly two decades. Fumbling in her purse, her passport could not be found.
5. Markwayne Mullin made history as the first Native American to actually win election to the U.S. Senate in nearly two decades. Fumbling in her purse, her passport could not be found.
SPELLING

- Capitalization
- Most commonly misspelled words
- Words in the AP Stylebook specifically because of spelling
ASSESSMENT

1. King Charles denied there was any wrongdoing / wrong doing.
2. The bayous held alligators and other noisy / noisome creepers.
3. The Dallas region is just the latest locale to flood this past Summer / summer.
4. States must accommodate / accommodate / accomodate the wishes of inmates.
5. The dentist said the patient’s palate / palette / pallet was burned eating pizza.
PUNCTUATION

- Apostrophes
- Hyphens
- Quotation marks
ASSESSMENT

1. Tony Valdovinos’ life is portrayed in an Off-Broadway / off Broadway / off-Broadway musical, “¡Americano!”

2. Ken Paxton personally issued the attorney general’s / attorney generals opinion.

3. She said, “I can’t believe its / it’s / its’ snowing again.”
AP STYLE BASICS

- Dates
- Times
- Numbers
- Titles
- Acronyms
1. “Whole” milk is just over 3% / 3 percent / three percent fat.
2. America’s total national debt surpassed $31 trillion / 31 trillion dollars / $31,000,000,000,000 for the first time last fall.
3. The speed limit in rural West Texas is eighty five / 85 mph.
4. A rugby team consists of 8 / eight players in the tight scrum.
5. On Feb. / February 17, Logan went to the dentist to have his teeth cleaned.
6. More than 100 migrants from the U.S.-Mexico border were dropped off near Vice President / vice president Kamala Harris’ home.
1. Kremlin officials warned against “provocative” moves toward / towards China.

2. Reindeer herders have found a carcass of an ice age / Ice Age cave bear.


4. The U.S. Postal Service / USPS / U.S.P.S. raised the price of a first-class stamp.
AP STYLE
RANDOM
1. Gwen Berry protested on the pulpit / podium / lectern during the trials.
2. Making a pleasing cat litter / Kitty Litter drives a $700 million industry.
3. Texas opened an investigation into alleged violations of children’s privacy by Tiktok / TikTok / Tik-Tok / tiktok.
4. The House passed legislation to assure / ensure / insure access to contraception.
GEOGRAPHY, MATH, CURRENT EVENTS, ETHICS, ETC.
As legislators wind down a session with all historic debate and a focus on public education, a new survey released May 16, 2023, shows Texans continue to support teacher raises, want an

surplus

Tuesday

Further, Governor Abbott supports vouchers using public tax dollars for private education. And Lt. Gov. Dan Patrick continued to push his unpopular private school voucher scheme. Patrick called urban school districts “dropout factories,” specifically citing Dallas I.S.D.
The spiral-bound Associated Press Stylebook, 56th Edition, includes more than 300 new or revised entries. Specialized chapters cover sports, business, punctuation, data journalism, health and science, news values, polls and surveys, and digital security for journalists. New this year is a chapter on inclusive storytelling, while the chapters on religion and social media are revised.
**THE AP STYLEBOOK**

**ARE THE CONTESTANTS ABLE TO USE THE AP STYLEBOOK DURING THE CONTEST?**

**YES.**

Per the UIL Contest Rules and Regulations: “(6) Contest Materials. Contestants may use an electronic or printed thesaurus, dictionary and Associated Press Stylebook during the News, Feature, Editorial, Headline and Copy Editing contests. No other reference materials shall be used.”

HTTPS://WWW.UILTExAS.ORG/POLICY/CONSTITUTION/ACADEMICS/JOURNALISM
Proofreader's Marks

**SYMBOLS**

<table>
<thead>
<tr>
<th>IN MARGIN</th>
<th>IN TEXT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **#** Insert space (more space)
- **&** Let it stand — omit rag
- **~** Close up entirely
- **—** Less space between
- **£** Move to right
- **£** Move to left
- **=** Align horizontally
- **||** Align vertically
- **—** Begin a paragraph
- **#** No paragraph
- **<** Run in
- **#** No paragraph inside
- **+** Turn page left

**Lesser-Known Editing and Proofreading Marks**

- **a** Insert word or letter
- **c** Delete
- **clos** Close
- **zzzz** Delete — no one cares
- **ins** Insert
equivalent or
**!@*!** Insert 4-letter word for emphasis
- **c** Remove permanently from your lexicon
- **too long**
- **too silly**
- **you wish.**
- **pls revisit your politics**
- **pls cut the crap**
- **pls paraphrase — obviously stolen from Web**
- **pls don't eat Pringles while you work**

- **superscript or subscript**
  
  \( \pi^2 \) or \( H_2 \)

- **spell out (set 1 hr as one hour)**

**PROOFREADERS’ MARK**

- **C** Delete space

**DRAFT**

- **artwork**

**PROOFREADERS’ MARK**

- **( )** Insert parenthetical

**DRAFT**

- **Arrives May (tomorrow)**

- **set in small capital letters**
  
  (SMALL CAPITAL LETTERS)

- **change from lowercase to capital**
  
  (Capital)

- **set in italic or slanted type**
  
  (italic)

- **set in Roman type**
  
  (Roman)

- **set in boldface type**
  
  (boldface)

- **wrong front or type style or size**
  
  (correct type)

- **insert comma**

- **insert period or colon**

- **insert double quotation marks**
  
  (The Catbird Seat)

- **insert single quotation mark or apostrophe**
  
  (today's newspaper)

- **insert hyphen**
  
  (first class)

- **insert en dash**
  
  (3-4 credits)

- **insert em dash**
  
  (required courses—stand-alones or clusters)

- **insert question mark**
  
  (Who's on first)
SYMBOLS

USE CLEARLY UNDERSTOOD EDITING SYMBOLS.
SYMBOLOES

SEE THE 2022-2024 STYLEBOOK.

Students will NOT be penalized for using other symbols. It is up to the judges to determine if marks are “clearly understood.”
RECOMMENDED EDITING MARKS

Students should use clearly understood editing symbols. Students will NOT be penalized for using other symbols. It is up to the judges to determine if marks are “clearly understood.”

1. LEAGUETOWN, TEXAS — The organization
   And Thursday it was the first list
2. AGRICULTURAL
   With this the president tried
3. the James Smith Company is not
   over a period of six or more years
4. there were in the group.
5. former Captain Coke attended.
6. The old man was the guest of
7. King Charles and it was hit
8. on a route this will be
9. the accent pointed to them
10. In these times it is necessary
11. The order for the bone of
12. The ruling a fine example
13. according to the time source.

- indent for paragraph
- paragraph
- no paragraph
- transpose
- use figures
- spell out
- abbreviate
- don’t abbreviate
- hyphenate
- lowercase
- remove space
- insert space
- ignore correction
- insert word
- delete
- insert comma
- insert apostrophe
- insert quotation marks
- insert period
- insert hyphen
- insert dash
- Spelling errors should be corrected, not simply marked for correction.
LET’S LOOK AT A TEST
PART 1

COPY EDITING CONTEST
STATE 2019

DIRECTIONS: This test is divided into three sections. Write all your responses as indicated. Editing should be made using The Associated Press Stylebook 2018 version. Students are not held accountable for updates made after the book was published. You have 15 minutes.

PART 1: Circle the correct response. (1 pt. each)

1. The two men are close friends and have appeared side-by-side / side by side frequently since Abbott took office.

2. Research has found that boys are more affected / effected than girls.

3. The mugshots / mug shots of each of the criminals are available in the media.

4. The grand marshal of the Macy’s Day Parade gave his counsel / council / counsel about the order of the floats.

5. Each of the participants from St. Mary’s All-Girl Catholic School took her/their turn at “koinonia” at the spelling bee.

6. It’s easy to see the difference between she / her and me.

7. She must of / have driven around the block three times before finding a parking spot.

8. There’s not much to look forwards / forward to on the stock market.

9. The director gave the solos to five top-notch players, splitting time among / between tuba, trombone, euphonium and trumpet players.

10. At the home show, the vendors displayed quite a variety of whirlpool spas / jacuzzis.

11. Alexandria Ocasio-Cortez will be the youngest member of the 116th Congress. She is in her 20s / 20’s / twenties.

12. My favorite style is Southern fried chicken / southern fried chicken.


14. He enjoys his chai tea latte with espresso / expresso.

15. The paramedics administered Narcan / naloxone to the student who had apparently overdosed on opioids.
PART 1

GRADING

UNIVERSITY INTERSCHOLASTIC LEAGUE
COPY EDITING CONTEST
UIL COPY EDITING STATE 2019

DIRECTIONS: This test is divided into three sections. Write all your responses as indicated. Editing should be made using The Associated Press Stylebook 2018 version. Students are not held accountable for updates made after the book was published. You have 15 minutes.

PART I: Circle the correct response. (1 pt. each)

1. The two men are close friends and have appeared side by side side by side frequently since Abbott took office.
2. Research has found that boys are more affected affected than girls.
3. The mug shots mug shots of each of the criminals are available to the media.
4. The grand marshal of the Macy’s Day Parade gave his counsel counsel about the order of the floats.
5. Each of the participants from St. Mary’s All-Girl Catholic School took her her turn at “Koinonia” at the spelling bee.
6. It’s easy to see the difference between she, her and me.
7. She must have driven around the block three times before finding a parking spot.
8. There’s not much to look forward forward on the stock market.
9. The director gave the roles to five top-notch players, splitting time among between tubs, trombone, euphonium and trumpet players.
10. At the home show, the vendors displayed quite a variety of quilt pools quilts / quilts.
11. Alexandria Ocasio-Cortez will be the youngest member off the 116th Congress. She is in her 20’s twenty’s/twenties.
12. My favorite style is southern fried chicken southern fried chicken.
14. He enjoys his chai tea latte with espresso espresso.
15. The paramedics administered narcan / naloxone to the student who had apparently overdosed on opioids.
Part 2: Edit the following sentences to eliminate/correct FOUR (and only four) errors in wordiness, AP style, grammar, spelling or punctuation in each of the five statements below. Use clearly understood editing symbols. Judges will consider only the first four corrections marked. Any others will be ignored. Compound errors such as changing “First Lady” to “first lady” will be considered as one error. (2 pts. each)

1. The softball team, which won the championship last year ended their season with a 13-0 record begins its new season next month.

2. Brad Weldon has lived in Paradise, CA his entire life, and wasn’t about to leave his home or his blind, ninety-year-old mother behind when the fire hit. And Weldon, a Firefighter himself, is not going to leave now that the fire is gone, though not much is left of the town he remembers.

3. Nobel Peace Prize Recipient, Denis Mukwege, the helper who devoted his life to defending victims of war crimes said an important part of his life have been the people that stood by me.

4. As a tradition, he gave his mother, the First Lady of the United States, an extravagant gift on the occasion of the state of the union speech. In spite of everything.

5. As the national debt approaches $21.8 billion and the deficit approached $800 billion, Treasury secretary Adam J. Szubin suggested that the rising deficit was the result of “irresponsible and unnecessary spending”.

CONTESTANT NUMBER ____________________________
There is some subjectivity in all editing. If a student finds another “error” or rewrites a sentence, the judges will have to consider how to award points.
Part 3: In the space provided, edit the following news brief to make the wording clear, to eliminate wordiness as well as any errors in AP style, grammar, spelling or punctuation. You do NOT have to rewrite the news brief. Make notes of anything you believe needs clarification, additional research or additional reporting. PART 3 WILL BE USED ONLY TO BREAK TIES.

You are editing the article to be published Friday, May 3, 2019.

Former South San Antonio ISD Supt. Abelardo Saavedra was paid more than $138,000 after leaving the District, according to a resignation and separation agreement with the board obtained from a source who wished to remain anonymous.

Under the agreement, Saavedra was owed $59,775 in salary he would have earned had he stayed at South San through August 11, plus $88,237 dollars for his 82 unused days of leave. His contract was to expire at the end of the physical year and he gave up $49,490 in pay he was entitled to in an effort to exit the district amicably, the agreement knot available online said.

Trustees voted unanimously to approve successor Flores’ contract earlier this month.

“Those that’s responsible, ultimately, for that, is of course the superintendent,” Pradl said. “Why do we pay him money to leave when he’s left our district in bad standing?”

The TCA was investigating South San (ISD) he was its 5th superintendent in fewer than 3 years when he was hired in 2014, having recently retired as superintendent of Houston (ISD), the states largest.
Judges should compare the papers of students who tied, ranking them accordingly.
CHANGES IN 2021-2022

• **PART 3 IS REQUIRED**: To have some form of tie-breaker.

• **CONTESTANTS MAY USE A DICTIONARY AND STYLE MANUAL**: To conform with other journalism contests, a dictionary and AP Stylebook may be used.

• **ADD DATING**: To help with correct style regarding dates and locations. Part 2 and part 3 will now include a dateline: “You are writing for the <date> issue of the Leaguetown School Press in Leaguetown, Texas.”

• **CONTESTANTS MUST CORRECT SPELLING in Part 2**: To make students think about the correct answer. Don’t just mark words as misspelled.

• **AP DOES PROVIDE SUGGESTED SYMBOLS**: To provide students some guidance. The “Editing marks” provided by AP in the current Stylebook are only recommendations designed to avoid ambiguity. Students must use clearly understood editing symbols. Judges will determine if the corrections marked are clearly understood and will NOT count off if students use symbols other than these.
WAYS TO TEACH
WAYS TO TEACH

• **DRILL AND PRACTICE**: Do it over and over again. Knowledge based. Develop your own materials based on where students are weak.
  - Give current events quizzes.
  - Do a spelling bee.
  - Do a geography bee.

• **DRILL AND PRACTICE**: Use previous UIL tests. Invitational meets. Synthesis based.

• **USE REAL STORIES**: Take drafts of papers written by other students or articles submitted for publication. Application based.

• **USE PUBLISHED MATERIALS**: Find published material with errors (and there’s no shortage of it) and have students find / fix the errors. Evaluation based.
WAYS TO TEACH
WAYS TO TEACH

The U.S.: 50 States - Map Quiz Game

WAYS TO STUDY
WAYS TO STUDY
WAYS TO STUDY

CENTEX
VIRTUAL INVITATIONAL UIL MEET / DEC. 3

Competitions will be off-site at home campuses and entries will be uploaded to the UIL website.

DEADLINE FOR ENTRIES NOV. 18
$10 PER ENTRY

Entries turned in after the deadline will be $15 per entry.

A limited number of late entries will be accepted.

All late entries will be judged in one division regardless of UIL classification.

TAJE
PO BOX 176
BUDA, TX 78610

No refunds after Nov. 29

CONTEST TIMELINE
Nov. 18 Deadline for entries
Nov. 28 Prompts emailed to coaches
Nov. 28 - Dec. 3 Schools conduct contests
1 p.m. Saturday, Dec. 3
All contests must be completed
2 p.m. Saturday, Dec. 3
All contests must be uploaded to the UIL website
Dec. 4 Judges will review entries
Dec. 5 Results posted

REGISTER ONLINE:
bit.ly/centex22

For more information, contact:

ALYSSA BOEHRINGER
512.232.4924
aboehringer@UIL.texas.org

RHONDA MOORE
512.289.7356
moorem0512@gmail.com

Credit cards and Venmo are accepted. For more information about payment, contact Cindy Todd at director@taje.org.
Copy edit This!
No. 11 Quiz

March 16, 2018

The Times’s standards editor, Philip B. Corbett, invites readers to correct grammatical errors in recent New York Times articles. You can take other quizzes here.

Here’s the latest installment of our copy editing quiz. Each of the passages below, from recent Times articles, contains at least one clear error in grammar or word usage. I’m not counting less-than-elegant phrasing that could be improved, or other more subjective editing judgments.

You don’t have to explain the error or fix it; just click on the part you think is wrong. If I agree, you’ll see my explanation. If you’re off base, try again.
SAMPLES

GRAMMAR GUIDE QUIZ 78

Quiz 78 must be viewed in a new window.

Quiz 01 · Quiz 02 · Quiz 03 · Quiz 04 · Quiz 05 · Quiz 06 · Quiz 07 · Quiz 08 · Quiz 09 · Quiz 10
Quiz 11 · Quiz 12 · Quiz 13 · Quiz 14 · Quiz 15 · Quiz 16 · Quiz 17 · Quiz 18 · Quiz 19 · Quiz 20
Quiz 21 · Quiz 22 · Quiz 23 · Quiz 24 · Quiz 25 · Quiz 26 · Quiz 27 · Quiz 28 · Quiz 29 · Quiz 30
Quiz 31 · Quiz 32 · Quiz 33 · Quiz 34 · Quiz 35 · Quiz 36 · Quiz 37 · Quiz 38 · Quiz 39 · Quiz 40
Quiz 41 · Quiz 42 · Quiz 43 · Quiz 44 · Quiz 45 · Quiz 46 · Quiz 47 · Quiz 48 · Quiz 49 · Quiz 50
Quiz 51 · Quiz 52 · Quiz 53 · Quiz 54 · Quiz 55 · Quiz 56 · Quiz 57 · Quiz 58 · Quiz 59 · Quiz 60
Quiz 61 · Quiz 62 · Quiz 63 · Quiz 64 · Quiz 65 · Quiz 66 · Quiz 67 · Quiz 68 · Quiz 69 · Quiz 70
Quiz 71 · Quiz 72 · Quiz 73 · Quiz 74 · Quiz 75 · Quiz 76 · Quiz 77 · Quiz 78
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