COPY EDITING

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CONTEST DIRECTOR | 2020

PHOTO BY BRADLEY WILSON
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
• 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?
Expect temperatures to be at coldest on Friday morning, near freezing.

By Patrick Beach
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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.
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

Officials at Mesquite High School in Mesquite, Texas, have recalled their recently distributed school yearbooks after it was discovered the books described some students with special needs as "mentally retarded," KDFW-TV reports.

"Some of the disabilities the students in the Special Education Program have are being blind, deaf or non-verbal," school spokeswoman Laura Jobe told the station, describing the offending language.

According to KDFW, school officials confiscated the yearbooks after parents and others objected to the language and called it "appalling and disgraceful."

"There was an oversight in the editing approval process," Jobe told the Dallas Morning News. "Those who work inside the special education department know these requirements."
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
New York Yankees Hall of Fame catcher Yogi Bear has died. He was 90.

NEW YORK (AP) — New York Yankees Hall of Fame catcher Yogi Bear has died. He was 90.
“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
The 2019 edition of the Associated Press Stylebook and Briefing on Media Law includes about 200 new or revised entries, with chapters covering data journalism, business, fashion, food, religion and sports terms, as well as media law, news values, punctuation, social media and a new chapter on polls and surveys.
STYLE
ARE THE CONTESTANTS ABLE TO USE THE AP STYLEBOOK DURING THE CONTEST?

NOPE.

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 and Headline contest. 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>

**PROOFREADERS' MARK**

- Delete space
- artwork

**DRAFT**

- Insert parentheses
- arrives May 6 (tomorrow)

**IN MARGIN**

- set in **small capital letters**

**IN TEXT**

- set in **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; set in **correct type** (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)

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**Lesser-Known Editing and Proofreading Marks**

- Insert word or letter
- dele
- clos
- [equiv]
- mak
- [equiv]
- cont
- cent
- flush
- rev
- rag
- don't
- mo

- spell out (set t hr, as one hour)

- superscript for **subscript** (π² or H₂)

- set **?**
SYMBOLS

USE CLEARLY UNDERSTOOD EDITING SYMBOLS.
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 Abbitt 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 to 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 “kevinonia” 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.
There is some subjectivity involved in all editing. If you find an error in the answer key, report it to the UIL office.
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. It’s 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”.
PART 2
GRADING

Four errors.

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 $50,775 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 $49,499 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.

“The one that’s responsible, ultimately, for that, is of course the superintendent,” Prado 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) and he was it’s 5th superintendent in fewer than 5 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.
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.
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
Their homes are in the northern port city of Haifa, one of the areas that was / were hit hardest.
Their homes are in the northern port city of Haifa, one of the areas that were hit hardest.

The relative clause beginning with “that” describes the plural noun “areas,” so the relative pronoun “that” — the subject of the clause — is plural and needs a plural verb. To test the grammar, turn the syntax around: “Of the areas that were hardest hit, Haifa was one.”
CONTEST DATES 2019-2020

- Invitational A — Jan. 10 - Feb. 1
- Invitational B — Feb. 7 - March 14
- District — March 23 - 28
- Region — April 17 - 18
- State — April 30 - May 2
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