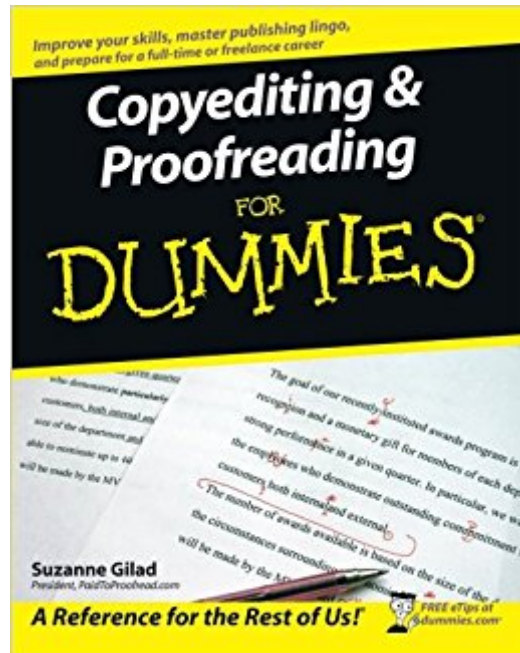# Copyediting And Proofreading For Dummies

Synopsis

Turn your knack for language into a lucrative career Must-know techniques and resources for maximizing your accuracy and speed Interested in becoming a copyeditor or proofreader? Want to know more about what each job entails? This friendly guide helps you position yourself for success. Polish your skills, build a winning résumé and land the job you've always wanted. Books, magazines, Web sites, corporate documents - find out how to improve any type of publication and make yourself indispensable to writers, editors, and your boss. Balance between style and rules Master the art of the query Use proofreader symbols Edit and proof electronic documents Build a solid freelancing career

Book Information

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Customer Reviews

Of all the copyediting and proofreading books out there, only SuzanneGilad manages to offer both a sense of humor and accessibility to this usually dry topic. Not only does the book contain solid insider's tips about the publishing world and how to navigate it, but it also offers those with a passion for reading the guidelines on how to turn their hobby into a freelance career.The book presents the core proofreading symbols, examples of how to use them properly, and the nuts and bolts of copyediting. From formatting a manuscript to understanding the different terms in the publishing world, the book is full of information that can actually be applied in the real world. With tangible examples and models to go by, Gilad suggests ways to land yourself the first job and to continue building your resume.Imbued all over with the author's obvious enthusiasm, Proofreading

and Copyediting for Dummies is an incredible resource for anyone interested in improving their language skills and using them to make a living through reading.

I've been doing some freelance proofreading work, but I didn't know how much I still had to learn until reading this book! Sue Gilad has a lot of information: everything from grammar rules and spelling mistakes to the differences between copyediting and proofreading (glad SOMEONE could finally pinpoint the differences!). This book is clearly written and a wonderful resource. The only thing I think it could have improved upon was the section for finding freelance jobs. In Gilad's online book Paid to Proofread (paidtoproofread[dot]com), she offers more in-depth suggestions about creating a resume from zilch, and also offers more info about approaching editors. On the other hand, the Dummies book contains way more information about resources and grammar. All in all, this is the most comprehensive and clearly written book on proofreading I've read.

This is an excellent resource for anyone who has copyediting/proofreading skills and wants to turn them into a profession. I am embarking on a freelance career and this book has been invaluable (there are chapters specifically dealing with freelancing). I will return to it again and again for guidance as I get my bearings in the world of freelance copyediting and proofreading!

This book was so helpful for me in starting my business in online editing. I originally bought it just to brush up on my proofreading and editing skills, but reading the book helped me to understand so much more about how to make money doing it. I'd highly recommend it.

I ordered this book because I thought I could make some money on the side through becoming a freelance proofreader. This book claims it will help you do just that, and to be honest, it does offer some good advice on how proofreading and copyediting is done. However, I have some issues with the advice given on how to build a freelancing career, mainly where the author, Ms. Gilad, suggests searching out writers' websites and advertising your services in their forums. Well, where I come from, that's called "spamming," and as I found out the hard way, most legitimate writers' forums don't take kindly to spam posts. I tried it according to Ms. Gilad's instructions, and I got a stinging slap on the wrist from a highly respected writing site. Don't make the same mistake. If you want good proofreading advice, fine; if you're looking for career advice, look elsewhere.

This book is easy-to-read, straightforward, and so informative. I've been able to build my at-home

business as a freelance proofreader much more quickly than I anticipated; all thanks to this invaluable resource! Learning the ins and outs of copyediting and proofreading is made simple, quick, and fun.

This is a great guide to Proofreading, and this review is only about the Kindle version. The pages that show graphically oriented examples of proofreading marks over text (many, important examples) are unreadable on my Kindle. The pages were formatted in a way that made the text and the marks miniscule -- smaller than default, and much smaller than my setting -- compared to regular text on the Kindle. Plus there is no way to enlarge these examples. I have decent eyesight, and I can't read them. I suppose I must buy the printed version, but I resent doing that after buying the Kindle product.

Such a surprisingly helpful book. Thought it might be boring or bland...but truly it inspired me to consider this as a career. Suzanne's writing is understandable and she makes the topic completely approachable. What a surprise find on the subject. Thank you!

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