



The Copyeditor's Handbook: A Guide for Book Publishing and Corporate Communications

By Amy Einsohn

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The Copyeditor's Handbook is a lively, practical manual for newcomers to publishing and for experienced editors who want to fine-tune their skills or broaden their understanding of the craft. Addressed to copyeditors in book publishing and corporate communications, this thoughtful handbook explains what copyeditors do, what they look for when they edit a manuscript, and how they develop the editorial judgment needed to make sound decisions.

This book may be used for self-instruction or as a textbook in copyediting classes. The fifteen practice exercises—ranging from sets of sentences to 900-word articles—are accompanied by answer keys and detailed line-by-line explanations. Readers will also welcome the glossary of copyediting jargon, glossary of grammar terms, and a checklist for analyzing the idiosyncrasies of a publisher's "house style." All editors will want to keep this handy reference right next to their copy of *The Chicago Manual of Style*, *Words into Type*, or the *Publication Manual of the American Psychological Association*.

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Editorial Review

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About the Author

Amy Einsohn is a professional editor with twenty years of experience in scholarly, trade nonfiction,

corporate, and technical publishing. She has taught copyediting classes through the University of California's Extension Program and through editcetera (a San Francisco Bay Area editorial cooperative) and has also conducted on-site corporate training workshops.

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