

What is Editing? A Brief Description of the Process and Types of Editing

Dave Naobumi¹ and Kira Reuters²

Abstract

Editing is the process of selecting and preparing written, visual, audible, and film media used to convey information. The editing process can involve correction, condensation, organization, and other modifications performed with an intention of producing a correct, consistent, accurate, and complete work. The editing process often begins with the author's idea for the work itself, continuing as a collaboration between the author and the editor as the work is created. As such, editing can involve creative skills, human relations, and a precise set of methods.

Keywords: Editing, Publishing Industry, Academic Editing, copyediting.

Comment [Enago1]: Alignment of Title changed to Centre

Comment [Enago2]: Incorrect use of punctuations

Comment [Enago3]: Font changed to Times New Roman, 12 pt

Comment [Enago4]: Author details added as a footnote

Comment [Enago5]: Format of author information changed in footnote

Comment [Enago6]: Section title indentation changed

Comment [Enago7]: Spelling mistake correction

Comment [Enago8]: Serial comma added to follow American convention

Comment [Enago9]: Line spacing changed to Double

Comment [Enago10]: Double spacing removed

Comment [Enago11]: Straight quote changed to curly quote

Comment [Enago12]: Unnecessary repetition

Comment [Enago13]: Serial comma added to follow American convention

Comment [Enago14]: Indentation changed

Comment [Enago15]: Casing corrected

Comment [Author16]: Page numbers added in the right bottom corner

¹ Dave Naobumi
Department of X, ABC University, California, USA
² Kira Reuters (Corresponding Author)
School of Y, DEF University, California, USA
e-mail: emailaddress@domain.com

1. Introduction

~~There are~~ Various editorial positions exist in publishing. Typically, one finds editorial assistants reporting to the senior-level editorial staff and directors who report to senior executive editors. Senior executive editors are responsible for developing a product for its final release. The smaller the publication, the more these roles overlap.

The top editor at many publications may be known as the chief editor, executive editor, or simply the editor. A frequent and highly regarded contributor to a magazine may acquire the title of editor-at-large or contributing editor. Mid-level newspaper editors often manage or help to manage sections, such as business, sports, and features. In U.S. newspapers, the level below the top editor is usually the managing editor.

Comment [Enago17]: 1.New section starting on a different page
2.Line numbers added

Comment [Enago18]: Spelling mistake corrected

Comment [Enago19]: 3.Section Title indentation changed.
4.Section number added.

Comment [Enago20]: Change made for better readability

Comment [Enago21]: Double column changed to single column

Comment [Enago22]: Serial comma added to follow American convention