TRIVANDRUM

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Reg. No. : .....

Name : .....

Third Semester B.A. Degree Examination, January 2023

Career Related First Degree Programme under CBCSS

Group 2(a) : English and Communicative English

Vocational Course

CG 1371 : COPY EDITING

(2013–2018 Admission)

Time : 3 Hours

Max. Marks : 80

I. Answer **all** questions, each in a word or a sentence.

1. What does a copy editor do?
2. Expand SGML.
3. How does a copy editor check for consistency?
4. What is the difference between a page and a folio?
5. What is a preliminary brief?
6. What is a folio?
7. What is a leaf?
8. Define derogatory.
9. What is false attribution?
10. What is plagiarism?

(10 × 1 = 10 Marks)

P.T.O.

II. Answer any **eight** questions of the following questions in one or two sentences each.

11. Endnote.

12. Define libel.

13. Negligent misstatement.

14. Consistency of tone.

15. Importance of safety in copy editing.

16. What is meant by a blurb?

17. What are Ligatures?

18. What are neutral nouns?

19. What is parochialism?

20. Define glossary.

21. Point out the ambiguity in the following phrase Free zoos.

22. What is an Arabic numeral called?

(8 × 2 = 16 Marks)

III. Answer any **six** each in a paragraph not exceeding **100** words.

23. Write a note on The MLA Handbook as a style manual.

24. Advantages of copyediting on screen.

25. Foreign words and phrases.

26. Various legal aspects in copy editing.

27. What is proof reading?

28. Comment on italics.

29. How do you check for completeness in a work after copy editing?

30. The XML Typescript.

31. Write a short note on ambiguity.

(6 × 4 = 24 Marks)

IV. Answer any **two** of the following, **each** in about **300** words.

32. Why is copyediting important?

33. Why should the copy editor interact with the author?

34. Analyse the copyeditor's role in the production process.

35. Define the various typescripts.

(2 × 15 = 30 Marks)
