

GRADUATE SCHOOL OF
TRANSLATION AND
INTERPRETATION



MONTEREY INSTITUTE
MONTEREY INSTITUTE OF INTERNATIONAL STUDIES

An affiliate of Middlebury College

EDITING FOR TRANSLATORS

CONTINUING EDUCATION FOR
WORKING PROFESSIONALS

Description:

The aim of a course in editing and revising is to help students acquire professional editing and revision skills and an awareness of the norms of clear and concise technical writing. Specifically for translators, the aim of this course is to help participants turn a draft translation into a smooth, readable, accurate and correct work that is publishable. This involves applying a series of copyediting rules to ensure that the translation is accurate and correct, and a series of stylistic editing guidelines to ensure that the translation is clear and concise. The course will be a 30 hour, four week, online intensive including: Word and PDF documents with explanations, illustrations, examples, exercises and sample solutions; PowerPoint presentations; Adobe Presenter presentations incorporating audio commentary; Captivate training videos; online office hours and chat sessions; and email correspondence.

Chapter 1: Editing and revising: definitions and concepts.

Chapter 2: The five rules of copyediting (house style, spelling, syntax and idiom, punctuation and usage).

Chapter 3: The rationale behind stylistic editing; foggy language vs. plain language; readability scores; fourteen practical guidelines for achieving clarity and concision.

Chapter 4: The revision parameters.

About The Instructor

KEVIN COSTELLO

Professor Costello graduated with a BSc in French and Mathematics from the University of Manchester Institute of Science and Technology (England) in 1983 and obtained a Postgraduate Certificate in Education from the University of Exeter (England) in 1984. He worked as a language teacher in Tarragona (Spain) for ten years before joining the Language Service of the Rovira i Virgili University (URV) in Tarragona in 1998 as an author's editor of English scientific and technical papers and translator of similar documents from Spanish and Catalan into English. Also at the URV he was coordinator of a Masters in Translation and Localization for several years and specialized in the teaching of Editing and Revising for Translators. Professor Costello still teaches and coordinates the URV's Online Certificate in Editing Technical English. In 2006 he joined the Foreign Languages, Literatures and Cultures Department of the James Madison University in Virginia (United States), where he is currently teaching Spanish and Spanish-English Translation.

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Non-Degree Programs

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Professor Kevin Costello

30 hours, Oct. 6th to Oct. 31st, 2008

Tuition: \$1000.00 USD

Registration due Oct. 2nd, 2008

