



# EDIT7000

## Editing for Researchers

Session 2, Fully online/virtual 2020

*Department of Linguistics*

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#### **Disclaimer**

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#### **Notice**

As part of [Phase 3 of our return to campus plan](#), most units will now run tutorials, seminars and other small group learning activities on campus for the second half-year, while keeping an online version available for those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face and online activities for your unit, please go to [timetable viewer](#). To check detailed information on unit assessments visit your unit's iLearn space or consult your unit convenor.

## General Information

Unit convenor and teaching staff

Margaret Wood

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Convenor

Adam Smith

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Contact via email

Credit points

10

Prerequisites

Admission to MRes

Corequisites

Co-badged status

Unit description

This unit is designed to help MRES candidates become effective editors of their own research, and able to project their work in different vehicles of publication. It examines critical aspects of publishing research as (i) a full dissertation, or (ii) a series of papers/journal articles. It compares issues in editing research for publication in print and online as well as broadcasting, to demonstrate the demands of each medium. The scope of the abstract for journal articles, conference papers and prefacing the dissertation is discussed, and the repurposing of content and stylistic adaptation needed to publish research as extended non-fiction. Students are introduced to the standard style guides in the humanities, social sciences and sciences, and are given opportunity to discuss more specialised ones within their disciplinary/Faculty groups, with assignments on implementing their different recommendations. The unit provides supplementary (non-assessable) language support online for international students.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

## Learning Outcomes

On successful completion of this unit, you will be able to:

**ULO1:** Analyse the advantages and disadvantages of print and online modes for

publishing research

**ULO2:** Construct academic content for communicating complex ideas in longer and shorter formats, making use of multidisciplinary research into technical terminology.

**ULO4:** Critically evaluate the writing of other researchers at the micro-level of language choice as well as the structure and articulation of content.

**ULO3:** Make use of a repertoire of different editorial styles for journals within relevant discipline areas, based on research into conventions across disciplines.

**ULO5:** Apply sophisticated understanding of the different demands of presenting research as a set of papers and as an extended dissertation

## General Assessment Information

**Late assignments** The policy regarding late assignments has now been standardised across postgraduate Linguistics units.

- Late submissions without an extension will receive a penalty of 5% of the total mark available for the assignment per day
- Late submission of an assignment without an extension will not be permitted after marks have been released to the rest of the class.
- Extensions will only be given in special circumstances, and can be requested by completing the Special Consideration request at [ask.mq.edu.au](https://ask.mq.edu.au) and providing the requisite supporting documentation.
- For more information on Special Consideration, see the university website <https://students.mq.edu.au/study/my-study-program/special-consideration>
- Assignments submitted after the deadline, regardless of the reason, will be marked and returned at a date determined by the unit convenor.

Extensions cannot continue beyond the start of the following semester, and students should be aware that long extensions may impact graduation dates.

### Academic Honesty

As a good student, you are responsible for ensuring academic integrity practices are followed at all times. Your first step is to read the University's Academic Honesty Policy, and make sure you know what constitutes good practice. Then make sure you know how to reference and cite correctly. There are other practices we need to consider, and one of these is the potential for collusion.

Informal study groups are encouraged as a good way to assist your learning, but please remember that all your independently assessed assignments must be totally independently completed. Unless you are doing a group project where each member contributes to producing one piece of work, for which you get the one mark, using part or all of someone else's work constitutes collusion and breaches the University's Academic Honesty policy.

Do not collude with any other student by selling, giving, lending, explaining or showing all or parts of your independently assessed work/answers/past or current assignments, and do not ask to buy, borrow, see and use all or parts of the work of another student.

Do not reuse any work you have presented for assessment in this or another unit. This will activate a turnitin alert.

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#">Editing quiz</a>	10%	No	Week 2
<a href="#">Analysis of disciplinary differences</a>	30%	No	Week 6
<a href="#">Editing abstracts across disciplines</a>	20%	No	Week 9
<a href="#">Article editing</a>	40%	No	Week 13

### Editing quiz

Assessment Type <sup>1</sup>: Quiz/Test

Indicative Time on Task <sup>2</sup>: 5 hours

Due: **Week 2**

Weighting: **10%**

Identification of editorial errors and use of appropriate references to justify changes.

On successful completion you will be able to:

- Critically evaluate the writing of other researchers at the micro-level of language choice as well as the structure and articulation of content.
- Make use of a repertoire of different editorial styles for journals within relevant discipline areas, based on research into conventions across disciplines.

### Analysis of disciplinary differences

Assessment Type <sup>1</sup>: Case study/analysis

Indicative Time on Task <sup>2</sup>: 15 hours

Due: **Week 6**

Weighting: **30%**

Selection of articles in different disciplines as a basis of analysis of referencing styles and technical jargon (1500 words)

On successful completion you will be able to:

- Analyse the advantages and disadvantages of print and online modes for publishing

research

- Construct academic content for communicating complex ideas in longer and shorter formats, making use of multidisciplinary research into technical terminology.
- Critically evaluate the writing of other researchers at the micro-level of language choice as well as the structure and articulation of content.
- Make use of a repertoire of different editorial styles for journals within relevant discipline areas, based on research into conventions across disciplines.
- Apply sophisticated understanding of the different demands of presenting research as a set of papers and as an extended dissertation

## Editing abstracts across disciplines

Assessment Type <sup>1</sup>: Professional writing

Indicative Time on Task <sup>2</sup>: 10 hours

Due: **Week 9**

Weighting: **20%**

Identification of the different elements and structure of abstracts in different disciplines, and accurate application of principles. (1000 words)

On successful completion you will be able to:

- Analyse the advantages and disadvantages of print and online modes for publishing research
- Construct academic content for communicating complex ideas in longer and shorter formats, making use of multidisciplinary research into technical terminology.
- Make use of a repertoire of different editorial styles for journals within relevant discipline areas, based on research into conventions across disciplines.
- Apply sophisticated understanding of the different demands of presenting research as a set of papers and as an extended dissertation

## Article editing

Assessment Type <sup>1</sup>: Essay

Indicative Time on Task <sup>2</sup>: 20 hours

Due: **Week 13**

Weighting: **40%**

Analysis of editing process for turning a print article into an electronic one (2500 words).

On successful completion you will be able to:

- Analyse the advantages and disadvantages of print and online modes for publishing

research

- Construct academic content for communicating complex ideas in longer and shorter formats, making use of multidisciplinary research into technical terminology.
- Critically evaluate the writing of other researchers at the micro-level of language choice as well as the structure and articulation of content.
- Make use of a repertoire of different editorial styles for journals within relevant discipline areas, based on research into conventions across disciplines.
- Apply sophisticated understanding of the different demands of presenting research as a set of papers and as an extended dissertation

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<sup>1</sup> If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the [Writing Centre](#) for academic skills support.

<sup>2</sup> Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

## Delivery and Resources

All lectures and tutorials will be available online.

## Unit Schedule

1. Well-edited research
2. Developing a style guide
3. Writing style across the disciplines
4. Editorial style across the disciplines
5. Editing articles for a print journal
6. Editing articles for an online journal
7. Packaging research in a nutshell – abstracts
8. Editing headings, tables, figures, illustrations, appendixes
9. Editing a full-length dissertation
10. Editing a composite dissertation (by papers)
11. Responding to reviewers
12. Repurposing research for broadcasting, and publication for the general reader

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- [Academic Appeals Policy](#)
- [Academic Integrity Policy](#)
- [Academic Progression Policy](#)
- [Assessment Policy](#)
- [Fitness to Practice Procedure](#)
- [Grade Appeal Policy](#)
- [Complaint Management Procedure for Students and Members of the Public](#)
- [Special Consideration Policy](#) (**Note:** *The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.*)

Students seeking more policy resources can visit the [Student Policy Gateway \(https://students.mq.edu.au/support/study/student-policy-gateway\)](https://students.mq.edu.au/support/study/student-policy-gateway). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit [Policy Central \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central).

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/study/getting-started/student-conduct>

## Results

Results published on platform other than [eStudent](#), (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](http://ask.mq.edu.au) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

## Learning Skills

Learning Skills ([mq.edu.au/learningskills](http://mq.edu.au/learningskills)) provides academic writing resources and study strategies to help you improve your marks and take control of your study.

- [Getting help with your assignment](#)
- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module](#)

The Library provides online and face to face support to help you find and use relevant information resources.

- [Subject and Research Guides](#)
- [Ask a Librarian](#)

## Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

## Student Enquiries

For all student enquiries, visit Student Connect at [ask.mq.edu.au](http://ask.mq.edu.au)

If you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#). The policy applies to all who connect to the MQ network including students.