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Working With Words

**A Handbook
for Media Writers and Editors**

Ninth Edition

Brian S. Brooks James L. Pinson Jean Gaddy Wilson

Working With Words A Handbook For Media Writers And Editors

Ross F. Collins



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Optimization The need for editing skills is reaching far beyond traditional journalism and into all areas of mass media from newspapers to strategic communication Public relations practitioners are expected to edit Even advertising creative professionals must edit And journalists taking on new roles as social media editors need to understand editing at the speed of digital media This textbook aims to prepare university level students for these expanded editing roles in an age of convergence Thirteen authors representing many years of collective media experience examine both traditional editing roles and new editing needs While many mass media students will not become professional editors this textbook assumes nearly all will need competent editing knowledge to produce products of professional quality Editing the authors believe remains a bedrock skill for all students who hope to be successful in the mass media Instructors considering this book for use in a course may request an examination copy here *The Art of Editing in the Age of Convergence* Brian S. Brooks,James L. Pinson,2017-07-28 The Art of Editing in the Age of Convergence remains the most comprehensive and widely used text on editing in journalism This latest edition continues to shift the focus toward online multimedia as more and more people get their news that way Amid these changes the authors continue to stress the importance of taking the best techniques learned in print and broadcast editing and applying them to online journalism The reality is that most people now often first learn of breaking news on Facebook or Twitter and therefore the challenge for journalists in this new media world is distinguishing the quality and dependability of their work from all the fake news and propaganda memes now so common online This book is designed to help serious news providers produce a product that is well edited and grounded in the best practices of journalism [Art of Editing, The \(Subscription\)](#) Brian S. Brooks,James L. Pinson,2015-10-05 The Art of Editing continues to be the standard by which editing texts are judged offering the most comprehensive and up to date discussion of editing available Long viewed as the classic in the field of editing The Art of Editing continues to evolve to meet the needs of today s students In addition to a focus on traditional newspaper editing the authors pay significant attention to the other areas in which students are increasingly finding jobs online media corporate magazines broadcasting public relations and advertising The ninth edition of The Art of Editing details the major changes revolutionizing the media industry and prepares students to work in convergent environments where skill in print broadcast and online operations is essential **The Entrepreneur's Guide to Writing Business Plans and Proposals** K. Dennis Chambers,2007-12-30 Entrepreneurs and entrepreneurial companies live or die by the quality of their plans and proposals Whether it s to get funding for a new product line or business from a client writing hard hitting prose that answers essential questions and makes specific requests is an indispensable skill Entrepreneur ad man and writing teacher Dennis Chambers shows how entrepreneurs can persuade people through skillful writing to pony up capital or contracts This ability which can be learned is rare in today s media saturated world But it counts more than ever if an entrepreneur wants to make it over the magical five year hump and on into lasting business success Numerous examples and exercises ensure that entrepreneurs understand how the writing game is

played and that they play it well Unfortunately most don't play this game well Most business writers mistakenly believe their task is to inform They write to fill an information gap or to update the reader on a particular project Or they write about what's important to them What these writers do not take into account is that the speed of today's work world has reached overdrive The typical reader simply doesn't have time to ponder dense poorly organized information and intuit the appropriate action And readers don't give a hoot about what's important to the writer they want to know what's in it for themselves Business writers need to use all the tools at their command to persuade inspire action and in general move a project forward This book is about how to be persuasive in two key skills in business writing proposals and writing business plans Step by step Dennis Chambers illustrates the techniques of effective business writing with numerous examples throughout Whether the objective is to secure financing from an investor lay out a marketing strategy or secure a large contract getting results requires crafting an effective structure for the proposal and using words that sell Chambers is an able guide in saving entrepreneurs time and undue effort while reaching the goal of long term business success *Fearless Editing* Tim Pilgrim, Carolyn Dale, 2017-09-29 *Fearless Editing* clearly articulates the basic concepts underlying editing techniques and demonstrates their application for newspapers public relations magazines and Web pages This text takes a conceptual approach that integrates verbal skills with visual elements Unlike other texts that are clearly designed for print this book includes multi media applications in every chapter The Art of Editing Brian S. Brooks, James L. Pinson, 2022-03-30 Now in its 12th edition this core text is the most comprehensive and widely used textbook on editing in journalism Thoroughly revised and updated to incorporate more online and multimedia formats this hands on guide offers a detailed overview of the full process of journalistic editing exploring both the micro aspects of the craft such as style spelling and grammar and macro aspects including ethics and legality Recognizing the pronounced global shift toward online multimedia the authors continue to stress the importance of taking the best techniques learned in print and broadcast editing and applying them to online journalism This new edition also includes an in depth discussion of the role editors and journalists can play in recapturing the public's trust in the news media Additional chapters examine how to edit for maximum visual impact and how to edit across media platforms teaching students how to create a polished product that is grounded in the best practices of journalism *The Art of Editing* 12th edition remains an essential resource for students of journalism across all media and levels interested in editing design and media writing as well as for professionals seeking to refine and refresh their skill set Accompanying online features include instructor PowerPoints and student exercises Journalism Jo A. Cates, 2004-05-30 *Journalism A Guide to the Reference Literature* is a critically annotated bibliographic guide to print and electronic sources in print and broadcast journalism The first edition was published in 1990 the second in 1997 It has been described as one of the critical reference sources in journalism today and it is a key bibliographic guide to the literature Choice magazine called it a benchmark publication for which there are no comparable sources The format is similar to the

second edition What makes this edition significantly different is the separation of Commercial Databases and Internet Resources Commercial Databases includes standard fee based resources The new chapter on Internet sources features Web based resources not included in the commercial databases chapter as well as portals other online files listservs newsgroups and Web logs blogs All chapters have been revised and there are significant revisions in Directories Yearbooks and Collections Miscellaneous Sources Core Periodicals Societies and Associations and Research Centers and Archives The second edition has 789 entries The third edition contains almost 1 000 entries James Carey of Columbia University who provided the foreword for the first two editions has updated his foreword for this edition Working with Words Brian S. Brooks, James L. Pinson, Jean Gaddy Wilson, 1997 This practical informative handbook synthesizes information from more than 40 reference sources to help writers master both the essentials and the more sophisticated rules necessary for clear effective communication in print Reviews the basics of grammar and answers common questions Covers the fundamentals of usage with sound advice on issues of particular concern to writers and editors Includes time saving lists of commonly misspelled and misused words clichés and other problems with usage diction style and spelling along with a summary of wire service style and a useful appendix that lists the most common mistakes *Workbook for News Reporting and Writing* Brian S. Brooks, Missouri Group, George Kennedy, Daryl R. Moen, Don Ranly, 2010-11-10 It's a tumultuous time in journalism as media forms evolve and new models emerge There are few clear answers but no one is more prepared than The Missouri Group to tackle these issues head on and to teach students the core enduring journalism skills they need to succeed whether they write for the local paper a professional blog cable news or even work in public relations **Teksredaksie** Wannie Carstens, 2012-04-01 e Teksredaksie is n baie welkome en uiters nuttige Afrikaanse handboek gemik op die byeenbring van die jongste insigte in teksversorging en die opleiding van taalpraktisyns e Hierdie kombinasie van teoretiese besinning en verantwoording met n duidelik gepaardgaande praktykgerigtheid is werklik uniek en behoort ongetwyfeld die bruikbaarheid van die boek in velerlei opleidingskontekste te verseker e Prof Anne Marie Beukes Hoof van Departement Linguistiek en Literatuurwetenskap Universiteit van Johannesburg **Journalism & Mass Communication Directory**, 2004

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