

**ANKARA YILDIRIM BEYAZIT UNIVERSITY – DEPARTMENT OF TRANSLATION AND INTERPRETING
COURSE SYLLABUS**

Course Code	Course Title	Course Type	ECTS Credits	Prerequisite Information	Date of Preparation
IMT429	Editing and Publishing	Compulsory/ Elective	5	-	18.09.2025
Instructor of the Course & E-Mail Address	Prof. Dr. Arif BAKLA, arifbakla@aybu.edu.tr				
Office Hours & Office Room	Monday: 16:00-18:00, Thursday: 09.00-10.00 , 12.00-13.00				
Course Content and Objectives	To ensure that students develop an awareness of the editorial and publishing processes and are informed about current trends in publishing.				
Textbook(s)	Mossop, B. (2019). Revising and editing for translators. Routledge. Judd, K. (1990). Copyediting: A practical guide. Crisp Pub Incorporated. Wallwork, A., & Southern, A. (2020). 100 Tips to Avoid Mistakes in Academic Writing. 10.1007/978-3-030-44214-9				
Teaching Methods and Techniques	1. Lecture 2. Model review 3. Peer and teacher feedback 4. Problem solving 5. Research				
Course Learning Outcomes	1	List the roles and responsibilities of editors.			
	2	List the steps in the publishing process of a book.			
	3	Edit texts to improve accuracy and readability.			
	4	Define the terms related to copyright, plagiarism, and open licensing.			
	5	Compare traditional and digital publishing.			
	6	Develop criteria for evaluating publications and translations.			
	7	Discuss ethical issues in publishing.			
Program Outcomes Contributed by the Course	Program Outcomes (PO)				
	1	As the nature of translation continues to change, both the post-editing and editing processes have gained importance.			
	2	The information learned in this course will support post-editing skills.			
	3	Students will develop their editing skills for both human and machine translation.			
Contribution of the Course to Field Instruction	The students learn theoretical basis and practices of editing and publishing processes.				
Topics Covered in the Course	1. Week	An overview of the editing and publishing processes			
	2. Week	Roles and responsibilities of editors and publishers			
	3. Week	Proofreading: Grammar, spelling, punctuation, syntax editing, and symbols/punctuation conventions			
	4. Week	Proofreading: Style consistency and tone in written work			
	5. Week	Proofreading: Strategies for improving sentence structure and coherence and improving readability			
	6. Week	Peer review in academic publishing (Collaborative editing and feedback techniques)			
	7. Week	Editorial evaluation and decision-making (Identifying strengths, weaknesses, and			

		areas for improvement) Evaluation criteria specific to editing and publishing translations	
	8. Week	Intellectual property issues (Authorship, contribution)	
	9. Week	Midterm Week	
	10. Week	Understanding open source licenses	
	11. Week	Avoiding plagiarism	
	12. Week	Traditional publishing and innovative digital publishing	
	13. Week	Book design and layout principles	
	14. Week	Publishing in national and international publishing houses Procedures	
	15. Week	Future trends in editing and publishing	
Course Evaluation Criteria	In-Term Studies	Quantity	Percentage %
	Mid-terms	1	%40
	Quizzes		%
	Assignments		%
	Attendance		%
	Practice		%
	Project		%
	Final examination	1	%60
	Total	2	100%
Disability Policy	<p>If you have a documented disability (e.g., visual, hearing, or physical impairment, etc.) that may influence your performance in this course, it is recommended to meet with the Engelsiz AYBU (https://aybu.edu.tr/engelsiz/content_list-327-yildirim-beyazit-universitesi-engelsiz-universite-birimi-yonergesi.html) to arrange for reasonable conditions (such as accommodation, etc.) to ensure an equitable opportunity to meet all the requirements of this course. You may also contact the local authority of the Faculty of Humanities and Social Sciences. You should communicate your needs to the course instructor as soon as possible to ensure that any course needs concerning exams, lecture materials, etc. are met.</p>		