LESSON 1 - ASSIGNMENT

1. a) Briefly describe your experience in writing and editing – if any.
   b) Explain how you plan to use your editing skills in the future – for personal use or professionally.
   Write no more than ½ page in all.

2. Write the correct spelling for the following words (make sure it is the correct spelling for your country, as some of these words are different in the UK, Australia and America):

   haemorrhage  
   liqueur    
   contratempo 
   supercede  
   xerophyte  
   oenology  
   seismology 
   cognisenti

   Osama Bin Ladin
   dissident    
   clorofluorocarbon
   geurillas  
   useage     
   patchoulli  
   onomatopeia
   Bagdhad

   fuchia 
   dipplodicus
   Bolshevick
   vingnette  
   mileage
   pyrhic    
   accomodation
   leukemia

3. Submit eight resource files, as described in the set task.

4. In your own words (of no more than one sentence for each term), define the following terms (as they relate to publishing):
   - copy editing
   - substantive editing
   - proof reading
   - manuscript
   - typesetting
   - desktop publishing
   - in-house editor
   - freelance editor
   - production editor
   - commissioning editor