

## 25 EDITING TIPS FOR TIGHTENING YOUR COPY

01. Cut long sentences in two



02. Axe the adverbs



03. Stick to one voice



04. Remove extra punctuation



05. Replace negative with positive



06. Replace stuffy words



07. Remove redundancies



08. Reduce prepositions



14. Make your verbs stronger



15. Ditch the passive voice



16. Refer to people as "who"



17. Avoid "currently"



18. Cut "there is" or "there are"



19. Match up your bullet points



20. Use contractions



21. Steer clear of the "ing" trap



# Editing For Writers

**Marcel A. Müller**



## Editing For Writers:

Editors on Editing Gerald Gross, 1993-05-01 The classic guide to the book publishing process with essays by over three dozen professional editors Terrific Judith Appelbaum author of *How to Get Happily Published* For decades *Editors on Editing* has been indispensable for editors aspiring editors and especially writers who want to understand the publishing process from how manuscripts are chosen for publication to what lunch with an agent is like In this third revised edition of the book thirty eight essays are included to teach inform and inspire anyone interested in the world of editing Covered are such topics as the evolution of the American editor the ethical and moral dimensions of editing what an editor looks for in a query letter proposal and manuscript developmental editing line editing copyediting and freelance editing working in different genres and markets from science fiction to children s books to Christian publishing the question of political correctness in both nonfiction and fiction making the most of writers conferences and many more *Self-Editing for Fiction Writers, Second Edition* Renni Browne, Dave King, 2010-06-15 Hundreds of books have been written on the art of writing Here at last is a book by two professional editors to teach writers the techniques of the editing trade that turn promising manuscripts into published novels and short stories In this completely revised and updated second edition Renni Browne and Dave King teach you the writer how to apply the editing techniques they have developed to your own work Chapters on dialogue exposition point of view interior monologue and other techniques take you through the same processes an expert editor would go through to perfect your manuscript Each point is illustrated with examples many drawn from the hundreds of books Browne and King have edited Write. Edit. Promote Samarpita Sharma, 2019-08-10 I am not exaggerating when I say I get at least 8 9 messages over all social media platforms every single month asking me how to write I love to write but I don t know how to begin doing it formally Can you give me tips on writing Who will read me when nobody knows me Is publishing a book very traumatising a process Why don t you take online classes teaching how to write These are just a few of the questions people ask me and while I really want to help them I am never sure where do I begin from Writing is such a vast activity on its whole and I believe no one can really be taught how to write But all of us can learn to write better In this book I wanted to address questions about writing editing hiring an editor and even how to promote a book without spending a bomb Many people remain confused and unaware of how none of this is too difficult if done the correct way If you look hard and carefully you might spot some errors in this book I have not edited this book in the manner I run a fine tooth comb through manuscripts of my clients The reason for this is that I want to stress on an important point I keep telling all authors The writer of the piece looks at it from the writer s eyes The editor s eyes can spot things a writer s eye might not Of this book I am only the author I hope this book helps you I know publishing is not a smooth experience I cannot help you get published but I hope I can help you with a few other things that come up in the process I d love to know what you think Do mail me I have mentioned my email id at the beginning of the book *Intuitive Editing* Tiffany Yates Martin, 2020-05 A practical actionable guide for

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**What Editors Do** Peter Ginna, 2017-10-06 This book gathers essays from twenty seven leading figures in book publishing about their work Representing both large houses and small and encompassing trade textbook academic and children's publishing the contributors make the case for why editing remains a vital function to writers and readers everywhere Ironically for an industry built on words there has been a scarcity of written guidance on how to actually approach the work of editing This book will serve as a compendium of professional advice and will be a resource both for those entering the profession or already in it and for those outside publishing who seek an understanding of it It sheds light on how editors acquire books what constitutes a strong author editor relationship and the editor's vital role at each stage of the publishing process a role that extends far beyond marking up the author's text This collection treats editing as both art and craft and also as a career It explores how editors balance passion against the economic realities of publishing

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