

**POST GRADUATE DIPLOMA IN
BOOK PUBLISHING**

Term-End Examination

00210

June, 2017

MBP-002 : EDITING AND PRE-PRESS

Time : 3 hours

Maximum Marks : 100

Note : *This question paper has five compulsory questions. All questions carry equal marks. Attempt each question in 300 – 350 words, unless otherwise instructed.*

1. What is Editing in a publishing house ? It is said that there are four types of editing. Discuss. 20

OR

Prepare a guideline for 'Copy Editing'.

2. An author depends on the publishing community. Do you agree ? Discuss. 20

OR

Give an account of the publisher's responsibility in case of textbooks.

3. What is the need to design a book ? Discuss some of the points that are useful in making a layout of a book. 20

OR

What is an E-Book ? Discuss its present and future. Is it a threat to print-publications ?

4. Discuss the sources of manuscripts. 20

OR

Discuss the job description and responsibility of a Commissioning Editor.

5. Write short notes on any *four* of the following : 4×5=20

- (a) Paperless Editing
- (b) House Style
- (c) DTP
- (d) Typeface
- (e) Halftone
- (f) Dummy of a Book