

**POST GRADUATE DIPLOMA IN
BOOK PUBLISHING**

Term-End Examination

December, 2016

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. Editing makes the manuscript publication-worthy. To support this, give details of different types of editing. 20

OR

Are there any set guidelines for content editors ? Discuss with examples.

2. Discuss the responsibilities of an author and a publisher in the publishing process. 20

OR

Discuss the functions of an editor.

3. Write a detailed note on the text breaker. 20

OR

The copy editor plays an important role in the book publishing process. Discuss.

4. Write a brief note on the hints for evaluation of books and articles. 20

OR

Develop a 'style sheet' for a publishing house in connection with a monthly educational journal.

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

- (a) Creative Editing
 - (b) Literary Agent
 - (c) Book Review
 - (d) Typography
 - (e) Type Family
 - (f) Page Make-up
 - (g) DTP
-