

No. of Printed Pages : 3

MBP-002

POST GRADUATE DIPLOMA IN BOOK

PUBLISHING (PGDBP)

Term-End Examination

December, 2021

MBP-002 : EDITING AND PRE-PRESS

Time : 3 Hours

Maximum Marks : 100

Note : *This question paper has seven questions.*

*Attempt any **five** out of the seven questions.*

*All questions carry equal marks. Answer each question in about **300-350** words unless otherwise instructed.*

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1. “An editor’s job is both creative and self-effacing.” Do you agree ? Discuss with examples. 20

Or

Distinguish between the responsibilities of an author and a publisher and discuss their inter-dependence.

2. “Style is the way the language is written.” Discuss with reference to an author’s style. 20

Or

Discuss the three styles of writing—formal, informal and colloquial with examples. 20

3. What do you understand by the term “desk-top publishing” ? Discuss. 20

Or

What are the desirable qualities of a commissioning editor ? Discuss with reference to school-level textbooks.

4. Write a note on the job description of a copy editor. 20

Or

What are the points a reference or subject expert can be asked to comment upon ?

5. “The editor is the backbone of the entire publishing setup.” Do you agree ? Defend your answer. 20

[3]

Or

“The reader will reject a glossy book with poor content.” Discuss with reference to any book(s) you may have read.

6. Write a note on elementary copy editing and the points covered by such editing. 20

Or

What is the purpose of a consistent newspaper layout ? Illustrate your answer.

7. Write short notes on any *two* of the following in about **150** words each : 10 + 10
- (a) Proofreading
 - (b) e-books or electronic books
 - (c) Author's questionnaire
 - (d) Unsolicited manuscripts and why they are usually rejected
 - (e) Literary agent