

No. of Printed Pages : 3

MBP-002

**POST GRADUATE DIPLOMA IN BOOK
PUBLISHING (PGDBP)**

Term-End Examination

June, 2023

MBP-002 : EDITING AND PRE-PRESS

Time : 3 Hours

Maximum Marks : 100

Note : (i) *This question paper has **five** questions.*

(ii) *All questions carry equal marks.*

(iii) *Attempt each question in **300** to
350 words, unless otherwise instructed.*

1. Discuss the role of the editorial department in a publishing house. 20

Or

Enumerate the qualities required to become a successful editor.

2. 'Author-editor relations are called the life line of successful publishing.' Discuss. 20

P. T. O.

Or

Briefly describe the latest technologies in book publishing.

3. “The essence of successful publishing is ‘what to publish and where to get it from’. In the light of this statement, discuss the role and importance of a commissioning editor. 20

Or

What is meant by “evaluation of manuscript” ? Why is it necessary ? What procedure is followed in evaluating a manuscript ?

4. Define the term copy editing. Why is copy editing important in book publishing ? 20

Or

Explain the term ‘layout’ in the context of book publishing. What are the fundamentals of layout of a book ?

[3]

5. Write short notes on any *two* of the following in **200 to 250** words each : 10+10

(i) Cover design

(ii) Style manual

(iii) Importance of proofreading

(iv) Desk top publishing

(v) Types of editors in a publishing house