



## **THE WRITING/EDITING PROCESS**

**STEP 1: WRITER DRAFTS HIS/HER STORY (FIRST DRAFT STAGE)**



**STEP 2: WRITER SETS HIS/HER MANUSCRIPT ASIDE FOR A PERIOD OF DAYS OR WEEKS (THIS IS IMPORTANT IN ORDER TO GAIN PERSPECTIVE ON THE WRITING AND STORY)**



**STEP 3: WRITER REDRAFTS HIS/HER STORY (SECOND DRAFT STAGE)**



**DEVELOPMENTAL EDITING: ONCE THE WRITER CAN NO LONGER DO ANYMORE WITH THE MANUSCRIPT ON HIS/HER OWN, THEY MAY CHOOSE TO WORK WITH A DEVELOPMENTAL EDITOR. A DEVELOPMENTAL EDITOR LOOKS AT ALL ASPECTS OF STORY: PLOT, PACING, CHARACTERISATION, ETC AND WHETHER THEY ARE USED EFFECTIVELY WITHIN THE BOOK IN QUESTION.**

**SOMETIMES, A DEVELOPMENTAL EDITOR MAY ALSO HELP A WRITER TO DEVELOP HIS/HER IDEAS IN RELATION TO A BOOK OR STORY.**



**DEVELOPMENTAL EDITING, STAGE 1:** DEVELOPMENTAL EDITING CONSISTS OF TWO STAGES. THE FIRST STAGE INVOLVES A “QUICK READ” WHERE THE EDITOR READS THROUGH THE STORY MUCH AS A READER WOULD. AT THE END OF THIS STAGE THE EDITOR WILL MAKE NOTES ON ANY STRENGTHS, WEAKNESSES AND INCONSISTENCIES THEY NOTICE.



AFTER THE INITIAL READ THROUGH, IT’S NECESSARY TO GAIN DISTANCE FROM THE MANUSCRIPT, TO ENABLE THE EDITOR TO REFLECT ON THEIR READING EXPERIENCE.



**DEVELOPMENTAL EDITING, STAGE 2:** ONCE THIS REFLECTION HAS BEEN ACCOMPLISHED, THE DEVELOPMENTAL EDITOR GOES BACK TO THE MANUSCRIPT AND BEGINS A SECOND, CLOSE READ. THIS INVOLVES MAKING COMMENTS ON THE MANUSCRIPT ITSELF REGARDING AREAS WHICH NEED STRENGTHENING AND RAISING QUESTIONS ABOUT THE WORK.

AFTER THIS SECOND CLOSE READ HAS BEEN DONE, THE EDITOR THEN SUMMARISES THEIR THOUGHTS IN AN EDITORIAL LETTER. THIS IS ALSO KNOWN AS “THE CRITIQUE”.



**DEVELOPMENTAL EDITING WRAP-UP:** ONCE THE DEVELOPMENTAL EDIT IS FINISHED, THE WORK GOES BACK TO THE AUTHOR WHO READS THROUGH ALL OF THE COMMENTS AND LETTER AND MAKES DECISIONS ABOUT WHAT THEY’D LIKE TO CHANGE, EXPAND AND/OR CUT. THIS MAY OR MAY NOT BE IN CONSULTATION WITH THE EDITOR (IT’S THE AUTHOR’S DECISION HOW THEY WISH TO PROCEED).



**REDRAFTING: THE AUTHOR THEN REDRAFTS AND MAKES CHANGES TO THE WORK.**



**THE AUTHOR MAY THEN CHOOSE TO UNDERGO ADDITIONAL ROUNDS OF DEVELOPMENTAL EDITING SHOULD THEY FEEL THIS TO BE HELPFUL.**



**AFTER ALL OF THE DEVELOPMENTAL EDITING AND ASSOCIATED REWRITING HAS BEEN COMPLETED, AN AUTHOR MAY CHOOSE ONE OF TWO PATHS, DEPENDING ON WHAT THEY ARE INTENDING TO DO WITH THE WORK.**

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## **PATH 1 - APPROACHING LITERARY AGENTS OR SMALL PUBLISHING HOUSES**

**NO FURTHER EDITING IS REQUIRED. IT'S LIKELY THAT IF THE AUTHOR IS TAKEN ON BY A LITERARY AGENT OR SMALL PUBLISHER, THAT THE AGENT AND/OR PUBLISHER WOULD UNDERTAKE ANY FURTHER EDITING THEMSELVES, ACCORDING TO THEIR SPECIFIC HOUSE GUIDELINES.**

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## **PATH 2 – SELF-PUBLISHING**

**IF AN AUTHOR IS LOOKING TO SELF-PUBLISH, IT'S HIGHLY RECOMMENDED THAT FURTHER ROUNDS OF EDITING ARE UNDERTAKEN, IN ORDER TO REDUCE THE LIKELIHOOD OF ERRORS OCCURRING IN THE TEXT.**

**REMEMBER: DEVELOPMENTAL EDITING LOOKS AT CHARACTER, PACE AND PLOT PREDOMINANTLY. ALTHOUGH A DEVELOPMENTAL EDITOR MAY ALSO SPOT GRAMMATICAL INCONSISTENCIES AND MISSPELLINGS, THEY ARE NOT TRAINED COPY EDITORS OR PROOFREADERS!**



**LINE EDITING:** AFTER DEVELOPMENTAL EDITING AN AUTHOR MAY WISH TO HAVE LINE EDITING CARRIED OUT. LINE EDITING LOOKS AT THE WRITING ON A LINE BY LINE AND PARAGRAPH BY PARAGRAPH LEVEL. THIS STAGE OF EDITING IS ALL ABOUT THE LANGUAGE AND ENSURING THAT THE WORK READS WELL.



**COPY EDITING:** A COPY EDITOR IS CONCERNED WITH GRAMMAR, SPELLING AND PUNCTUATION. THEY WILL ENSURE YOUR WRITING IS FREE OF TECHNICAL ERRORS. THIS IS AN IMPORTANT STEP TOWARDS CREATING A PROFESSIONAL PRODUCT WHICH YOUR READERS WILL VALUE.



**PROOFREADING:** A FINAL CHECK OF THE WORK, PRIOR TO PUBLISHING. A PROOFREADER CATCHES BLATANT INCONSISTENCIES, TYPOS AND FORMATTING ERRORS.



ONCE ALL OF THESE STEPS HAVE BEEN CARRIED OUT SATISFACTORILY, YOU ARE READY TO PUBLISH. CONGRATULATIONS!

