

Winter 2005
Eastern Michigan University
Professor Benninghoff

Project 4: Editing Online with Justifications

For Project 4, you are to edit a paper online for a professor who plans to submit the paper to a journal for publication. Here is the scenario:

It's early Thursday afternoon, and Professor Ettouney is in a panic. He has completed a near-final draft of a paper to be submitted to the journal *Manufacturing Engineering*, only to lose the draft when his computer crashed this morning (no backup, naturally). Professor Ettouney has a hard copy of this most recent draft, however, and he has quickly scanned it into a Word file (no time for corrections, of course). He has then asked you to edit the paper while he attends a conference, explaining to you that he will have the weekend to work on the paper after he returns on Friday afternoon. On the following Monday morning, he will have to FedEx the paper so that it reaches the journal by its deadline for submissions.

Professor Ettouney also asks you, as a special favor, to compile a list of substantive changes to the document and accompanying explanations for those changes. He is an ESL writer and speaker who was planning to ask you to edit the paper anyway, and he is looking for specific strategies and rules that will help him improve his writing in English. He knows that between his ESL status and the errors introduced by the scanner, you have quite a job in front of you.

You should plan to provide Professor Ettouney with the following items in hard copy:

- Cover letter (formal business format) that acts as a tutorial. Describe what you see are three of Professor Ettouney's biggest challenges as an ESL writer and suggest specific strategies he can use to meet these challenges.
- List of at least 40 different changes and accompanying explanations. These explanations must not be along the lines of "it sounds better this way" or "I like my way more than the way you did it." You must have a specific reason for suggesting each change, and *you may not make the same change twice*. Use the Comments feature for your explanations (and be sure to print out the comments before you turn in your project).
- Edited document (done in Word with Track Changes [or manual equivalent]: underline for new text, strikethrough for deleted text).

Your goal, of course, will be to have Professor Ettouney respond favorably to your editing and to have the paper accepted at the journal.

This project is due Wednesday, March 30, 2005.