

Wellbeing When Writing

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# Editing as Writing

Year 4

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Delivered by:

[Facilitator Name], [Facilitator Title]

## Learning outcomes:

- Evaluate the statement “Writing is Editing & Editing is Writing”
- Identify the differences between ‘editing’ and ‘proof-reading’
- Manage your own strategy for editing and proof-reading your thesis

# Writing as editing

- What does the statement “Writing is editing and editing is writing” mean to you?
- Do you agree that “Writing is editing and editing is writing”?

## What's the difference – drafting, re-editing, editing and proofing?

- Closely related activities – aim to identify problems and allow you to improve overall quality.
- Drafting = writing a first version to be edited later.
- Editing – revising and adapting an earlier version against quality markers and the brief/the question.
- Redrafting = it's unlikely that your best work will 'flow out' onto the page the first time – once the original has been edited it is written up again.
- Proofing = once content and composition are as good as they can be, it is about making sure that the work is 'technically' accurate.

# The editing and redrafting process

- Text – e.g. *from* ‘has it answered the question’ *to* ‘has all the relevant material been included’?
- Sentence – e.g. *from* ‘can items be cut or merged’ *to* ‘are critical points linked with phrases and connectives’?
- Word – e.g. *from* ‘is the language formal’ *to* ‘are there typographical errors?’

# Writing as editing

- Editing, redrafting and proofing can be made easier over time by collecting your key/common areas for writing development into a single place, or checklist.
- These can then be systematically addressed over repeated drafts until you have overcome your most common errors.

# Writing as editing

Resources for this process include:

- Formal feedback from supervisors on the quality and structure of your writing;
- Informal comments in tutorials or from peers;
- Guidance on best-practice for writing in your field.



## Writing as editing

Consider each chapter / section of your thesis and decide whether you are at the editing & redrafting or the proofreading stage for each part.

## Design your own editing and proof-reading strategy

- <https://www.bradford.ac.uk/academic-skills/media/learnerdevelopmentunit/documents/workshopresources/proofreadingdraftingandediting/Proof-reading,-Drafting-and-Editing-2013.pdf>
- In a group or on your own, design your own strategy for proof-reading and editing as a regular part of your PhD process.

# Physical wellbeing exercises, rest-breaks & strategies for movement

Learn a series of simple and effective Wellbeing Exercises that are suitable for all and can be done anywhere. No special clothing or equipment is required. You can do these exercises wherever you are, and they can be practised every day. It's a simple five minute movement sequence that has a lasting positive impact!

Synchronise the movements with your breathing for added benefits.

- [https://www.youtube.com/watch?v=S\\_jwJwHA554](https://www.youtube.com/watch?v=S_jwJwHA554)
- <https://www.youtube.com/watch?v=m10uiHU7uAw>

# Breathing for wellbeing

Try the 'Three Minute Breathing Space Practice', here:

<https://www.mindful.org/the-three-minute-breathing-space-practice/>

# Editing & redrafting or proofreading?

Decide whether the following are part of the editing and redrafting or proofing stage:

1. Appropriateness of argument ...
2. Grammar ...
3. Position of ideas ...
4. Punctuation ...
5. Level of formality ...
6. Order of sections ...
7. Spelling and typographical errors ...
8. Word choice / vocabulary ...

# Editing & redrafting or proofreading?

1. Appropriateness of argument (Editing & redrafting)
2. Grammar (Proofreading)
3. Position of ideas (Editing & redrafting)
4. Punctuation (Proofreading)
5. Level of formality (Editing & redrafting)
6. Order of sections (Editing & redrafting)
7. Spelling and typographical errors (Proofreading)
8. Word choice / vocabulary (Editing & redrafting, and Proofreading)

## Further information (online)

- #PhDchat
- #PhDAdvice
- #AcWri
- #ShutUpAndWrite
- @WriteThatPhD
- <https://thesiswhisperer.com>
- <https://www.vitae.ac.uk>

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