

# Copy Editing Lesson

## Purpose:

The purpose of this assignment is to teach you how to edit pages in Wikipedia.

## Editing

1. Sign into Wikipedia
2. Sign into your account on the APS Wikipedia Initiative website
3. Select the course (Psy 496 – Independent Study), from the upper right hand corner.
4. Kim has selected a number of articles that we will be working on this semester. Click on “Course Articles” on the left hand navigation menu. Then click on the article names in the Search Results box to Preview the articles. Select one to work on.
5. Your job is to copyedit this article. You may want to:
  - Fix spelling and punctuation errors
  - Fix grammar errors
  - Make the sentences more concise
  - Rephrase the sentences so that the ideas are clearer
  - Rephrase the sentences to better emphasize the important ideas
6. Read the document. When you find something you want to change, click “Edit Article”. The Wikipedia website will automatically open up, and take you directly to the Edit screen for that article. Remember, you WERE on the APS Wikipedia Initiative page, and NOW you are on the Wikipedia page. Note, if you did not sign in to Wikipedia earlier, you must sign in now.
7. Make the edit. For each edit, provide a brief summary of the change you made. Use “Show Preview” to check that it looks the way you want, and then click “Save”. Then go back to reading. Continue to edit the article in Wikipedia.
8. You are editing a document that other people are also working on. Your edits will be seen by everyone around the world as soon as you click the submit button. Therefore, don’t make edits just to be able to say you did. Make edits that you think improve the article. If you can’t find anything to improve on the article you have selected, pick another article.
9. If, at any point, you are unsure of how to reword a sentence or what a sentence is supposed to mean, leave a message on the “Talk” page of the article, requesting clarification from the other editors of the article. Engage them in a conversation.
10. When you have finished copyediting an article, add a comment on the Talk page, describing what you did.
  - a. Start new posts at the bottom of the “Talk” page, beginning each new section with a section name relevant to the topic and set apart from previous sections by a second-level header (e.g. “==Copyediting suggestions==” or “==Copyediting==”).
  - b. Identify yourself as a student, and state that this is the first time you have edited a page.
  - c. If you have questions or suggestions, provide well-reasoned explanations.
  - d. Remember to sign your posts with four tildas (~~~~)