

### Language matters

Golden Jubilee Conference Hotel, Glasgow, Saturday 9 to Monday 11 September 2023

Timings are for in-person sessions. Details of the online programme are <a href="here">here</a>.

### Saturday 9 September

Conference registration will be open from 1pm.

Residential delegates can check in to their rooms from 3pm, and should check out by 11am on day of departure (before the first session, if possible).

1.30-4.00	Pre-conference tour: The Kelvingrove Art Gallery and Museum (the coach will leave at 1.30pm so meet in the Central Plaza at 1.25pm)
2.30-4.00	Speed networking (Inspiration 1, 2 & 3)
4.30-5.30	Selection of informal social activities
	• Craft club (Vision)
	• Games room (Inspiration 1, 2 & 3)
	Run On run & Stet walk (meet in the Central Plaza at 4.30pm)
	Yoga (Centre for Health & Wellbeing studio)
5.30-6.00	Free time
6.00-7.00	Pre-dinner drinks for conference first-timers to meet the CIEP Council and staff (Arcoona)
7.00-8.00	Dinner (Beardmore)
8.00	Ouiz (Beardmore)

### Sunday 10 September

7.00-9.00	Breakfast (Beardmore)
8.45-9.10	Conference registration (day delegates) (Central Plaza)
9.15-9.30	Plenary session: welcome from the CIEP chair (Auditorium)
9.30-10.30	Whitcombe Lecture: Robin Ince (Auditorium)
10.30-11.00	Coffee/tea break; conference fair (Central Plaza)
11.00-12.30	Session 1: Workshops/longer seminars (running concurrently)
	<ul> <li>Preparing a manuscript for typesetting – Alison Shakspeare (Vision)</li> </ul>
	• Live editing: Non-fiction – Erin Brenner (Arcoona)
	• Writing awesome developmental fiction editorial reports – Sarah Calfee (Creation)
	• Using tools in your editing workflow – Hilary Cadman (Inspiration 1, 2 & 3)
12.30-2.00	Lunch (Beardmore)
2.00-3.00	Session 2: Seminars (running concurrently)
	<ul> <li>Avoiding double taxation on your foreign income – Maya Berger (Vision)</li> </ul>
	• Content and context: Inclusivity editing in children's fiction – Lisa Davis (via Zoom) ((

- Content and context: Inclusivity editing in children's fiction Lisa Davis (via Zoom) (Creation)
- People, place and period: Avoiding anachronisms and creating convincing fiction Steven Veerapen (*Arcoona*)



	• Effective PDF mark-up: Exploring mark-up options and maximising efficiency – Denise Cowle (Inspiration 1, 2 & 3)
3.00-3.30	Coffee/tea break; conference fair (Central Plaza)
3.30-4.30	Session 3: Lightning talks (Auditorium)
4.30-5.30	Specialist socialising (meet others who work in the same areas as you) (Central Plaza) or games room (Creation)
5.30-6.00	Free time
6.00-7.00	Drinks reception (Arcoona)
7.00	Gala dinner with after-dinner speech by Louise Welsh (Beardmore)

Monday 11 September	
7.00-9.00	Breakfast (Beardmore)
8.45-9.10	Conference registration (day delegates) (Central Plaza)
9.15-10.45	Session 4: Workshops/longer seminars (running concurrently)
	<ul> <li>Vocabulary viewing with the Historical Thesaurus of English – Fraser Dallachy (Vision)</li> <li>Live editing: Fiction – Andrew Hodges (Creation)</li> </ul>
	• Bridging the gap on neurodiversity: Communication styles and strategies for working together – Laura Burge, AJ Harman and Katherine Kirk, moderated by Anna Knight ( <i>Inspiration 1</i> )
	Al: What is it good for? – Daniel Heuman (Auditorium)
10.45–11.45	Coffee/tea break; conference fair
	<ul> <li>Upgrading Q&amp;A – Janet MacMillan and Hester Higton (Innovation Centre)</li> </ul>
11.45–12.45	Session 5: Seminars (running concurrently)
	<ul> <li>Talking points: Copyediting dialogue – Amy J Schneider (<i>Innovation Centre</i>)</li> <li>Business strategy skills for editors who don't identify as 'business people' – Claire Beveridge</li> </ul>
	(Inspiration 3)
	• Grammar amnesty – Cathy Tingle, Riffat Yusuf and Gerard M-F Hill (Inspiration 1)
	• Freelancers in the publishing industry – Sam Missingham (via Zoom) ( <i>Creation</i> )
12.45–1.45	Lunch (Beardmore)
1.45-2.45	Session 6: Seminars (running concurrently)
	Al chatbots in editing: Debunking the myth of replacement – Erin Brenner (Auditorium)
	• Collins English Dictionary: The whys and wherefores – Maree Airlie and Ian Brookes (Inspiration 1)
	<ul> <li>Understanding plagiarism: Original research and practical tips around this hot topic –</li> <li>Vee White and Andrea Klingler (via Zoom) (Creation)</li> </ul>
2.45-3.15	Coffee/tea break; conference fair (Central Plaza)
3.15-4.15	Closing plenary session: How to be productive when sh*t hits the fan – Grace Marshall (Auditorium)
4.15-4.45	Close and raffle draw; CIEP chair's closing words



### Language matters

Conference programme for online delegates, Saturday 9 to Monday 11 September 2023

This is the schedule for the online conference. Details of the in-person programme are here.

Each item indicates whether it is hybrid or at a separate time to the in-person event, as well as the format that will be used (webinar or meeting). All times are BST (UTC+1).

Networking and social events are in green and sessions are in maroon.

(hybrid; remote speaker; webinar)

#### Throughout the conference

There will be a 24/7 networking space – details of this and how to access the sessions will be sent to delegates in the week before the event.

The Event Lobby will be open all the time, where you can find information about speakers, sessions and exhibitors/ sponsors. You can also set up a personal profile if you want to make your details visible to other delegates and to be contactable.

#### Saturday 9 September

2.30-4.00	Speed networking (hybrid)
5.30-6.25	Themed networking: Where I'd like my business to be in five years (online only)
6.30-7.25	Themed networking: The training I've most enjoyed or would most like to do (online only)
8ish-10ish	Quiz (hybrid; online teams will be created using Breakout Rooms)

#### **Sunday 10 September**

7.00-7.55	Themed networking: Finding new clients (online only)
8.00-8.55	Themed networking: Working with fiction (online only)
9.15-9.30	Plenary session: welcome from the CIEP chair (hybrid; webinar)
9.30-10.30	Whitcombe Lecture: Robin Ince (hybrid; webinar)
10.30-11.00	Break
11.00-12.30	Session 1: Workshops/longer seminars (running concurrently)
	• Preparing a manuscript for typesetting – Alison Shakspeare (hybrid; webinar)
	• Live editing: Non-fiction – Erin Brenner (hybrid; meeting)
	• Writing awesome developmental fiction editorial reports – Sarah Calfee (hybrid; webinar)
	• Using tools in your editing workflow – Hilary Cadman (hybrid; webinar)
12.30-2.00	Break
1.30-3.00	Online-only session
	• Live editing: Fiction – Andrew Hodges (online only; meeting)
2.00-3.00	Session 2: Seminars (running concurrently)
	<ul> <li>Avoiding double taxation on your foreign income – Maya Berger (hybrid; webinar)</li> </ul>
	• Content and context: Inclusivity editing in children's fiction – Lisa Davis (via Zoom)



- People, place and period: Avoiding anachronisms and creating convincing fiction –
   Steven Veerapen (hybrid; meeting)
- Effective PDF mark-up: Exploring mark-up options and maximising efficiency Denise Cowle (hybrid; webinar)

3.00-3.30	Break
3.30-4.30	Session 3: Lightning talks (hybrid; webinar)
4.30-6.00	Free time
6.00-6.55	Themed networking: Working with businesses (online only)
7.00-7.55	Themed networking: Using websites and social media (online only)
8.30ish	After-dinner speech by Louise Welsh (hybrid; webinar. Timing is approximate so we'll make an announcement in the networking space when it's about to start)

### **Monday 11 September**

7.00-8.00	Games session: 'Codenames' (online only – please register for this session by 4 September to allow
	us to organise teams; click <u>here</u> to register)

9.15–10.45 **Session 4: Workshops/longer seminars** (running concurrently)

- Vocabulary viewing with the Historical Thesaurus of English Fraser Dallachy (hybrid; meeting)
- Bridging the gap on neurodiversity: Communication styles and strategies for working together Laura Burge, AJ Harman and Katherine Kirk, moderated by Anna Knight (hybrid; webinar)
- 10.45–11.45 Break, or:
  - Upgrading Q&A Janet MacMillan and Hester Higton (hybrid; meeting)
- 11.45–12.45 **Session 5: Seminars** (running concurrently)
  - Talking points: Copyediting dialogue Amy J Schneider (hybrid; meeting)
  - Business strategy skills for editors who don't identify as 'business people' Claire Beveridge (hybrid; webinar)
  - Grammar amnesty Cathy Tingle, Riffat Yusuf and Gerard M-F Hill (hybrid; webinar)
  - **Freelancers in the publishing industry** Sam Missingham (*hybrid; remote speaker; webinar*)
  - Al: What is it good for? Daniel Heuman (*online only; webinar*)
- 12.45–1.45 Lunch
- 1.45–2.45 **Session 6: Seminars** (running concurrently)
  - Al chatbots in editing: Debunking the myth of replacement Erin Brenner (hybrid; meeting)
  - Collins English Dictionary: The whys and wherefores Maree Airlie and Ian Brookes (hybrid; webinar)
  - Understanding plagiarism: Original research and practical tips around this hot topic Vee White and Andrea Klingler (hybrid; remote speaker; webinar)
- 2.45–3.15 Break
- 3.15–4.15 **Closing plenary session: How to be productive when sh\*t hits the fan** Grace Marshall (*hybrid; meeting*)
- 4.15–4.45 Close and raffle draw; CIEP chair's closing words (*hybrid*; *meeting*)



Sunday 10 September 9.30–10.30

#### Whitcombe Lecture

#### **Robin Ince**



**Robin Ince** is many things. A comedian, an author, a broadcaster and a populariser of scientific ideas. *The Guardian* once declared him a 'becardiganed polymath', which seems about right.

He is probably best known as the co-host of the Sony Gold Award-winning BBC Radio 4 series *The Infinite Monkey Cage* with Professor Brian Cox. He also co-hosts the podcast *Book Shambles* with Josie Long, and *An Uncanny Hour* and *Science Shambles* with Dr Helen Czerski, all three of which are a part of the Cosmic Shambles Network, which he also co-created.

His books include *Bibliomaniac: An Obsessive's Tour* of the Bookshops of Britain, The Importance of Being Interested – Adventures in Scientific Curiosity and I'm a Joke and So Are You, which was described by Chortle as 'one of the best books ever written about what it means to be a comedian'.

As a stand-up he has toured the world and won three Chortle Awards, the Time Out Outstanding Achievement Award and was nominated for the British Comedy Awards Best Live show.



Sunday 10 September 11.00–12.30

### Preparing a manuscript for typesetting

Alison Shakspeare, Shakspeare Editorial

A step-by-step guide to finding and using Word styles to give your hard work the best chance of appearing as meant in a typeset layout – plus some bonus tips on preparing a clean Word document.

You can just follow the presentation, but why not use your laptop to put your new knowledge into practice on a couple of exercise documents during the workshop?

Laptop optional.



Alison Shakspeare is a CIEP APM and ex-theatre marketer who has lived around the world and is now settled in Devon. She has danced at the Edinburgh Fringe Festival and helped to run a local food festival, misses her dog walks but enjoys nature photography (especially when an author uses a photo for a cover image). Her global clients for Shakspeare Editorial come from across the board (academic, business; fiction, non-fiction), so she is grateful for the existence of the interweb. The best thing she ever did as an editor was to join the CIEP so she could read the forums, do the courses and contribute as a volunteer. Her main wish is that Word users learn to apply Styles rather than relying on manual formatting.



Sunday 10 September 11.00–12.30

#### Live editing: Non-fiction

#### **Erin Brenner**

Copyediting is a solo task. It's just you and the words. But how often do we reach out to other editors, asking for their thoughts? What if you could workshop a paragraph or two to see how other editors approach the craft?

In this session, we'll edit short texts and share our edits with the group. By sharing, we'll learn from each other and gain new confidence in our own skills. No grading, no shaming. Bring your red pen, and let's edit!

If you choose this session, please send your answers to the following questions to **erin@righttouchediting.com** by 21 August.

- 1. Do you regularly work as a copyeditor?
- 2. How long have you been copyediting?



**Erin Brenner** is the owner of editorial services firm Right Touch Editing, which specialises in providing small and midsized organisations with writing and editing teams. Additionally, Erin provides freelance editor coaching through Archer Editorial Training. She shares her expertise through her blog, The Writing Resource, and by speaking at industry conferences. Erin is the author of the CIEP's Marketing Yourself Guide (with Sarah Hulse), Copyediting's Grammar Tune-Up Workbook, and 1001 Words for Success: Synonyms, Antonyms & Homonyms. Her book The Chicago Guide for Freelance Editors: How to Take Care of Your Business, Your Clients, and Yourself from Start-up to Sustainability will be published by the University of Chicago Press in Spring 2024. Find Erin on the web at https://linktr.ee/erinbrenner.



Sunday 10 September 11.00–12.30

### Writing awesome developmental fiction editorial reports

#### Sarah Calfee

Dev editors work alone, and we are forced to come up with our own strategies for reading the manuscripts of fiction novels and writing up reports. This workshop is intended to lift the veil (if only for 90 minutes) to discuss and share our personal editing experiences – successes and failures – tips and ideas to inspire one another and improve our own processes.

There is no such thing as a 'standard' editorial report. They vary from editor to editor and depend on personality, the quality of an author's manuscript, and even the genre – whether it's literary, sci-fi, romance, fantasy or murder mystery. So if you're new to developmental editing or an old pro, please join us ready to learn new tricks and to share your old favourites.



**Sarah Calfee** is the founder and owner of Three Little Words Romance Editing. She has been a fiction editor since 2018 and specialises in romance, providing devediting, line/copy editing and book coaching services for indie authors around the world. She has an MFA in creative writing and a deep love of teaching, reading, writing and everything fiction.



## Sunday 10 September 11.00–12.30

### Using tools in your editing workflow

#### **Hilary Cadman**

This workshop will cover four tools – PhraseExpress, Editor's Toolkit Plus, ProWritingAid and PerfectIt (all of which work with both PC and Mac). Participants will try putting each tool into practice, then we will discuss the pros and cons, and how and when they could be used to speed up the editing process or improve the quality of the final product.

Delegates will need a laptop for this session, and should, if possible, install these programs in advance:

#### Three add-ins to Word:

- PerfectIt has a 14-day free trial
- PhraseExpress can be used for free
- Editor's Toolkit Plus has a 45-day free trial (Note: PC users can install Editor's Toolkit Plus 2023, Mac users should click the link for that program on the Editorium site, then install the 2018 version)

#### Online program:

• **ProWritingAid** – simply sign up for the free version

If you choose this session, please send your answer to the following question to hilary@cadmanediting.com by 1 September:

 Which of these tools do you already use? (For PhraseExpress, let me know if you already use TextExpander, which is an alternative.)



Hilary Cadman After 20 years working in science Hilary took a master's in science communication, which then led her to a career in editing and training. Not a natural with technology, Hilary struggled with Word and found it very frustrating. However, seeing her colleagues working effectively with the program eventually spurred her to get her own skills up to scratch. Now, Hilary has created online courses and a blog to share what she has learned, and to help other editors to see the benefits of being confident in Word and using the many tools that are available.



## Sunday 10 September 2.00–3.00

### Avoiding double taxation on your foreign income

#### Maya Berger

While paying taxes on our income is one of life's certainties, being taxed twice on our foreign income doesn't have to be. In this session, I'll share strategies to help you avoid double taxation on income that you earn from clients based abroad.

The session will cover:

- What double taxation is, and when you need to worry about it
- How diligent recordkeeping can help protect you
- The role of tax treaties and foreign tax credits, and how to check for them
- What to do when a foreign client deducts tax from a payment

There will also be time for Q&A at the end. Attendees can email questions in advance to maya.berger@gmail.com.



Maya Berger (she/her) is a Toronto-based editor and business administration consultant for self-employed language professionals. She is the creator of **The Editor's Affairs** (TEA) system of Excel spreadsheets and business data expertise, and she has presented on Excel and business data at recent Editors Canada, CIEP, ACES, PEG and IPEd conferences as well as for EFA, Editors British Columbia and SENSE.

After spending 13 years in the UK, Maya returned to her native Canada in 2017, and she edits, proofreads and consults for clients based all over the world. Maya is a CIEP Advanced Professional Member.

https://www.WhatIMeanToSay.com/tea



Sunday 10 September 2.00–3.00

### Content and context: Inclusivity editing in children's fiction

Lisa Davis (via Zoom)

Children's books have always been edited with additional considerations and responsibilities to younger readers, so how exactly does inclusivity editing factor into this?

Editing and adapting books to cultural expectations isn't new, yet with reports of publishers employing sensitivity readers to review backlist titles (including classics), there's a growing furore that no book is safe from the 'woke brigade'.

This session will look at how adaptations of classic children's books can be made, how to consider our audience and why this work is more important in children's books than books for older readers.



**Lisa Davis** is a children's book editor and publishing consultant with a focus on making children's books authentically inclusive. Originally from Akron, Ohio, she lived and worked in London for nearly a decade at major publishers including DK, Simon & Schuster and Hachette.

She became interested in inclusivity editing while working as the buyer at BookTrust, the UK's largest reading charity for children, buying 3.5 million books a year that would go to every child in the country.

Since going freelance, it's been her aim to address market failures to ensure books are being published for all children, especially those who are marginalised or vulnerable, because these are the children who would benefit most from the life-changing power of reading.

After living in Munich, Germany, for the last five years, she has recently moved to Belfast, Northern Ireland.



Sunday 10 September 2.00–3.00

### People, place and period: Avoiding anachronisms and creating convincing fiction

#### Steven Veerapen

This session will encourage delegates to think about how they can make historical fiction more accurate. It will cover such topics as: historical myths and how to avoid them; achieving consistency in dialogue and narration; getting forms of address right; handling real-life figures; and avoiding anachronisms in place, props and costumes.

Overall, the purpose of this session will be to get delegates to think about the various ingredients that are needed in achieving a reader-friendly level of historical accuracy, and the things that might compromise accuracy and pull readers out of the story. It will invite people to think about the minutiae of everyday life in the past – do masked plague doctors have any place in a story set in Elizabeth's England? for example – and alert them to the multitude of things – from uniforms and weapons to palace layouts and slang – that can be caught in editing.



**Steven Veerapen** was born in Glasgow and raised in Paisley. Pursuing an interest in the sixteenth century, he was awarded a first-class honours degree in English, focusing his dissertation on early modern representations of Henry VIII's six wives. He then received a master's in Renaissance studies, which looked at Renaissance-era visual and literary representations of the later Tudors, and a PhD investigating Elizabethan slander.

Following his PhD, he began working on historical crime fiction, including the Anthony Blanke mysteries (set in the reign of Henry VIII). He also writes nonfiction, including studies of the relationships between Mary Queen of Scots and her brother Moray, and Elizabeth I and the Earl of Essex, and a biography of James VI and I. When not writing, he teaches English literature at the University of Strathclyde.



Sunday 10 September 2.00–3.00

## Effective PDF mark-up: Exploring mark-up options and maximising efficiency

#### **Denise Cowle**

If your work involves commenting on PDF page proofs, then using the available tools effectively will ensure clear communication of your changes, increase your efficiency and save you time.

On-screen PDF mark-up is one of the most common methods of making corrections to laid-out page proofs, but there can still be confusion around what tools and functions are available when marking up in this way and how best to use them.

Denise will explain her top tips for working with the free version of Adobe Reader DC, the industry-standard software for checking page proofs. Everything that you need to do when marking up a PDF is available to you in the free software – no need for expensive licences for functionality that you won't use.

This session will give editors and proofreaders clarity around best practice when marking up PDFs and help them make full use of the tools available.



**Denise Cowle** is an editor and trainer based in Glasgow, Scotland, specialising in non-fiction with a particular focus on education and business. She edits for a wide range of global publishers, organisations and independent authors.

Denise teaches proofreading and marketing for Publishing Scotland and has also developed her own online courses. She co-hosts *The Editing Podcast* with Louise Harnby, where they love to talk about editing and marketing. Denise has spoken at events hosted by ELT Publishing Professionals, the Society of Young Publishers, the Alliance of Independent Authors and the CIEP.

This year, Denise contributed the chapter on proofreading to the Indian Copyeditors Forum's book *Discover the Editor in You: Copyediting as a Career.* 

She is an Advanced Professional Member of the CIEP and has served as its marketing director since 2017 and vice-chair since February 2023.



Sunday 10 September 3.30–4.30

#### Lightning talks

**Curated by Kia Thomas** 

**Kia Thomas** became a freelance fiction editor in 2016 after more than a decade in arts administration. She works primarily with independent authors, specialising in contemporary romance. She is an Advanced Professional Member of the CIEP and a fan of online networking (i.e. spending too much time on whichever social media site we're all supposed to be on nowadays). She is also the author of *A Very Sweary Dictionary*, a style guide for bad language; *Wings*, a literary fiction novelette; and, as KW Thomas, *The Scoop*, a contemporary romance novel.

### Proofreading, office moves and lessons for life

#### lan Howe

What an office move taught me, and how proofreading offers lessons for life.

lan Howe has just realised that this will be his eighteenth conference and that he's been a freelance proofreader and copyeditor for twenty years now, and has been wondering where the time has gone. The week he went freelance the local Post Office closed down, which was more of a worry then than it is today. Based on the bracing Solway Coast in Cumbria, he works on a wide variety of material from humanities textbooks to crime fiction.

### Just horsing around: Metaphors from a bygone age

#### Jane Moody

'Just horsing around' will take a look at some equestrian terms that used to be commonly understood but today are either fading into obscurity or being misused because hardly anyone is familiar with horses and their trappings. Of course, it's really just an excuse to show you some pictures of horses ...

Jane Moody has worked with books for all her adult life (which is rather more years than she cares to admit), starting life as a librarian in the field of mining and metallurgy. While raising her two children, she started a freelance editing business, which she maintained for 15 years before going back into full-time employment as head of publishing for a medical royal college, publishing a varied book list, several journals and an online distance-learning programme, together with a plethora of official reports. Now theoretically retired, she has returned to her freelance editorial business and has also expanded into consultancy and hen-keeping



### Do business networking groups work for editors?

#### **Vicky Burman**

This session looks at the nature of local business networking groups and how useful they can be to freelance editors and proofreaders in finding work. It also considers other potential benefits they offer and challenges they can present

Vicky Burman started as a journalist, training as a subeditor while working for newspapers as a reporter and feature writer. She moved into internal and external communication roles, which included writing, editing and proofreading a wide range of content. She left a government department in 2001 to start her own editorial services business. Early regular clients included the Department of Health and the Learning and Skills Council, and Vicky has specialized in content relating to health and social care ever since.

Vicky first joined the CIEP (then the Society for Editors and Proofreaders) in 2006 and is also a member of the Patient Information Forum, National Union of Journalists, Federation of Small Businesses and IPSE.

### Sticks and string: The knotty world of pattern editing

#### **Rachael Prest**

Why knitting needles are an essential part of my editing toolkit: a brief glimpse into the life of a technical knitting and crochet pattern editor.

Rachael Prest is a copyeditor, proofreader and technical editor of yarn patterns for knitting and crochet. She worked as a grant writer for international NGOs for several years, using her skill with words to enthuse and persuade supporters. This included two years working for an HIV/AIDs organisation in Namibia. She's also worked as a tour leader for an adventure travel company, managing tours in the Middle East and Central Europe. She's now building her editing business, and specialises in non-fiction (social sciences and humanities), travel and tourism, and textile crafts.

### Robert Simister: A life in five stories

#### **Sue Littleford**

Newspapers are a much underused resource in family history, and add depth to ancestors and other relatives who are otherwise just a dry string of dates. An illustrated and illustrative lightning talk!

**Sue Littleford i**s the author of the CIEP guide *Going Solo* and the Going Solo toolkit. She went solo with her own freelance copyediting business, Apt Words, in March 2007 and specialises in scholarly humanities and social sciences. She has been researching her family history since ... well, for a long time, and in the last couple of years broke down a couple of brick walls that had had her stuck for decades, so she is very happy.

Website: https://aptwords.co.uk LinkedIn: https://www.linkedin.com/in/suelittleford-apt-words



#### When words of love diminish you

#### Lorenzo Fusini

I'll talk about certain words that are typically considered offensive or disparaging, yet are rooted in extremely positive feelings.

Lorenzo Fusini is a data scientist, editor and swimming instructor with a PhD in engineering cybernetics. An avid learner and creative problem solver, his favourite activity is to try his hand at different fields of knowledge, professionally or not. He enjoys social activities (provided laughing is involved), freediving, playing games (video, board, role-playing), folklore, reading science fiction and weird fiction, food and chatting about all sorts of topics. He hails from Italy, but has lived in Trondheim, Norway, since 2012.

### How becoming a parent has made me a better editor

#### **Kelly Urgan**

Starting anything new is challenging, but the trials of first-time parenting can require superhuman effort. When Kelly's daughter was born in the autumn of 2022, she discovered she didn't need to learn everything from scratch. Instead, she's applying what she knows about editing to a different context and is looking for the humour in the life-changing effects of parenthood on her career.

**Kelly Urgan** is an editor based in London. She specialises in editing and proofreading historical, fantasy, dystopian and contemporary fiction, occasionally dipping into non-fiction to edit topics such as history, travel and memoir, for both publishers and independent authors.

She's originally from the US, and after earning a master's degree in linguistics, she decided to explore the world, moving to Germany, Japan, Turkey and the UAE before settling in the UK in 2019. She can be reached via her website (www.editegrity.com) or on Instagram and Twitter/X (@editegrity).

### Don't stop thinking about tomorrow\*

#### Melanie Thompson

Youth! Been there, done that. It's familiar territory for all of us. Editorial professionals and their membership organisations rightly pay a great deal of attention to early and mid-career development, and this is reflected in society at large. But it would benefit all of us to spend a little more time thinking about the specific challenges facing people in mid-life and beyond. Here's five minutes' worth of musings from an older editor.

Melanie's work experience includes roles in publishing, journalism, corporate communications and technical editing and writing. She has been involved in producing science journals, magazines, merchandise, press releases, guidance documents and text books, web content, and long and short reports for organisations, government, business and publishers. Her subject specialisms are climate change, energy efficiency, the built environment and physical sciences.

She has been an active member and supporter of the CIEP (and SfEP) throughout her years as a freelance editorial professional. She is an Advanced Professional Member of the CIEP and a tutor for its editorial skills courses. She is also the author of the CIEP's popular guide *Pricing a Project*.



## Sunday 10 September 7.00

### Gala dinner after-dinner speech

**Louise Welsh** 



Louise Welsh is the award-winning author of nine novels. *The Cutting Room*, her debut novel, won the Crime Writers' Association John Creasey (New Blood) Dagger Award and the Saltire First Book of the Year Award. In 2018, she was named the Most Inspiring Saltire First Book Award winner by public vote. Her most recent work, *The Second Cut*, was the *Times* crime book of the year in 2022. She is Professor of Creative Writing at the University of Glasgow.



## Monday 11 September 09.15–10.45

### Vocabulary viewing with the Historical Thesaurus of English

#### Fraser Dallachy

The Historical Thesaurus of English contains all the vocabulary of English from the beginnings of the language to the present day, arranged into a giant tree of related meanings. Based on the contents of the Oxford English Dictionary, with which the team collaborates closely, it is an excellent resource for anyone who works with (or just loves finding out about) words and concepts across history. This session will explore exploring the Thesaurus, tracing various ways into the data such as specialised searches, visualisations or guided browsing. It will also explain how and why the Thesaurus was created and how the team keeps it up to date.

The format will be a mixture of presentation and workshop, so attendees are encouraged to bring a laptop, tablet or phone with internet access so that they can play around with the *Thesaurus* themselves and find categories, words and ideas which interest them.



**Fraser Dallachy** is a lecturer in English language and linguistics at the University of Glasgow, and deputy director of the *Historical Thesaurus of English*. He specialises in medieval language and literature, and will happily talk your ear off about how 15th-century children were taught good manners using Latin and Middle English poems. Outside work (and sometimes inside, when the chance arises) he is an avid reader of science fiction, fantasy, historical fiction, and popular science books and magazines.



Monday 11 September 09.15–10.45

or

Sunday 10 September 1.30–3.00 (online only)

Live editing: Fiction

Andrew Hodges

Red pens – or track changes – at the ready! In this session you'll be editing three short fiction extracts and then (optionally!) sharing your thoughts with the other attendees.

Unlike many other types of texts, fiction possesses few hard and fast editing rules. But that doesn't make it easy – there are nuances of genre to consider and issues like point of view and tense to watch out for. Plot, setting, character, voice, pacing ... the list goes on. So what do you change or leave well alone? Even allowing for artistic licence, is the author always right? What really matters? There's no one right answer, but that's what makes it fun!

If you have an opinion, or are just up for a challenge, come and have a go! Please bring a pen or pencil, or a laptop if you'd rather edit on-screen.



**Andrew Hodges**, PhD is a developmental editor and line editor who specialises in editing fiction for science fiction and fantasy writers. His expertise is in worldbuilding and cultural considerations when crafting setting in stories, and he runs courses on these topics. Andrew owns an editorial business called **The Narrative Craft** in Edinburgh, Scotland.



## Monday 11 September 09.15–10.45

### Bridging the gap on neurodiversity: Communication styles and strategies for working together

### Laura Burge, AJ Harman and Katherine Kirk, moderated by Anna Knight

Communication is at the core of what editors do. How, then, do you work with clients who have a completely different understanding of how to communicate? When you're working across neurotypes, needs can clash and misunderstandings abound. Join us as our panel discusses methods for initial interactions, lessons learned, common issues and more when it comes to working with our clients and our brains.



Anna Knight is a coach, trauma survivor and an activist. She supports people to move beyond their past experiences, breaking cycles of self-doubt and criticism to change their lives (and maybe even the world) with

ease, authenticity and joy. As a queer, neurodiverse and disabled woman, her coaching aims to support other people in their own journeys to self-love, freedom and radically honest communication.

Her work is centred in the concept of 'the audacious and'. So often, we see ourselves as a series of positives and negatives, leading to a complex calculation of our value and therefore what we can achieve. If we swap this approach for one that sees us as a series of ever expanding 'ands', we begin to see ourselves as limitless and then what we once saw as weaknesses and flaws become potential avenues for social revolution.



Laura Burge (she/her) is a fiction editor, writing coach and writer. An Advanced Professional Member of the CIEP, Laura specialises in fantasy, science fiction, magical realism and fabulism. She has edited more than 100 books

with independent authors and publishers such as HarperCollins. As a neurodiversity advocate and ADHDer herself, Laura is passionate about making the writing, editing and publishing process easier for neurodivergent writers. When not immersed in stories, Laura can often be found wandering through a forest, ignoring perfectly good recipes while baking or bowing to her cat's every whim.



AJ Harman (she/they) is a coach, mentor and writer and the founder of Outside the Box, a collective of neurodivergent coaches and trainers. AJ supports neurodivergent adults to move from fraught to focused so that

they are able to become the effective and empowered leaders they always knew they could be, at home, at work or in business. Diagnosed with ASD and ADHD herself in her fifties, she has a particular interest in helping late-diagnosed adults to come to terms with their past, learning to look at their life through a new lens and to face their future with increased self-knowledge, hope and a powerful strategy toolkit. She also works with line managers and employers to help them support their neurodivergent staff and colleagues.



Katherine Kirk is a fiction editor who works with authors and publishers all over the world, primarily on science fiction and fantasy. She is a Professional Member of the CIEP and was diagnosed with Primary Empty

Sella Syndrome in 2021, and OCD in 2003. Her favourite source of dopamine is proving Word's Editor wrong. When she's not editing, she's scuba diving, cross-stitching or planning her next international adventure. For now, she lives in Morocco.



Monday 11 September 09.15–10.45

or

11.45-12.45 (online only)

Al: What is it good for?

**Daniel Heuman** 

If your answer is 'Absolutely nothing', then you could be right! But have you fully explored all the ways in which AI may be useful for your work? Join our interactive group session for a live demo and discussion of practical applications of AI to enhance your editing process.

Discover how AI can be applied in real-time editing scenarios and discuss the benefits and limitations of integrating these applications into your workflow. Share your editing experiences and challenges with AI as a group, and gain insights into its diverse usage across different editing contexts.

This session aims to provide key takeaways, insights and resources to help you unlock the potential of Al. Reimagine the future of editing with Al and discover practical ways to harness its capabilities.

Don't miss this chance to challenge assumptions and explore new possibilities.



**Daniel Heuman** is the creator of Perfectlt and the CEO and founder of Intelligent Editing. His software is used by thousands of editors around the world. In addition to CIEP, he has given workshops at editing societies that include ACES, Editors Canada and SENSE.



## Monday 11 September 11.45–12.45

### Talking points: Copyediting dialogue

#### Amy J Schneider

Dialogue in fiction consists of so much more than 'they said, she said, he said'. In this session you'll learn to handle the mechanics of many types of dialogue in order to maintain each character's voice while keeping the dialogue understandable for the reader and letting the story shine through.

Topics covered are dialogue tags, verbs of utterance and action beats; punctuating dialogue; numbers in dialogue; sounds and other nonverbal expressions; formatting unspoken dialogue (direct thought, indirect thought, imagined or remembered dialogue, telepathic communication); electronic communication; non-Englishlanguage and translated dialogue; and informal dialogue (dialect, slang and offensive language).

The session concludes with a discussion of how to formulate tactful and productive queries and a review of suggested resources for further reading.



Amy J. Schneider, owner of Featherschneider Editorial Services since 1995, is a full-time freelance copyeditor and proofreader of fiction and nonfiction. Her projects have included textbooks, trade nonfiction and scholarly books on a variety of subjects, as well as more than 500 novels and anthologies for traditional publishers, including multiple series works and best sellers in a variety of genres. She is the author of *The Chicago Guide to Copyediting Fiction* (University of Chicago Press, 2023).

Since 2012 Amy has written articles and presented in-person and virtual sessions on fiction copyediting, macros, templates, mastermind groups and the business of freelancing for regional and national editing associations in the United States, Canada, the UK and Australia.

When Amy is not working in the soft glow of her four-monitor desktop, she enjoys running, singing and teaching her springer spaniels to do silly tricks (not all at the same time).



### Monday 11 September 11.45–12.45

## Business strategy skills for editors who don't identify as 'business people'

#### Claire Beveridge

Setting up an editing business is relatively easy. Transitioning to the mindset of a strategic business owner is much harder. How do you go about being strategic if the thought of identifying as a 'business person' makes you feel uncomfortable? In this session we'll try to look at things differently. We'll talk about how our mindset can help or hinder the success of our businesses. We'll also look at skills that you can use to strategically review where your business is now and plan for its future development, without you having to act like

someone on *The Apprentice*. We'll also talk about how to make sure that your business works for you.

If you book to attend this session, please email your answers to the following questions to **claire@beveridgeeditorialservices.co.uk** by the end of Wednesday 30 August.

- 1. Which of the following topics would you most like to be included in the talk?
  - a. Visibility, social media and marketing
  - b. Analysing your business and planning for the future
  - c. Business mindset
  - d. Money and financial security
- 2. What is the main issue stopping you from being more strategic in your business?
- 3. Is there anything not listed in question 1 that you'd like to be included in the session?



Claire Beveridge is a non-fiction developmental editor and copyeditor, content writer and coach. She is an Advanced Professional Member of the CIEP and the author of the CIEP guide *Developmental Editing for Non-Fiction*. With a PhD in cancer biochemistry, she specialises in biology and medicine, health and nutrition, mental health and psychology, and business and marketing. She works with writers and organisations worldwide to help them maximise the clarity, consistency and impact of their writing.

Five years after becoming self-employed, Claire realised that she was a business owner and that she should probably start acting like one. Several years and a midlife revamp later, she has qualified as a business strategist. She also loves gardening and crafts, and has an unhealthy interest in personal finance.

Website: beveridgeeditorialservices.co.uk
CIEP Directory: ciep.uk/directory/dr-claire-beveridge
Facebook group: facebook.com/groups/415018453771285
LinkedIn: linkedin.com/in/claire-beveridge
Instagram: @beveridgeeditorialservices
Twitter: @clairebever1dge



## Monday 11 September 11.45–12.45

#### **Grammar amnesty**

### Cathy Tingle, Riffat Yusuf and Dan Beardshaw

This is your chance to ask those questions about grammar, language and punctuation you've always wondered about. The Grammar Amnesty is a supportive, questioning forum in which we all learn together. The panel, made up of present and previous writers of *The Edit*'s 'A finer point', will be armed with a selection of reference books (what, did you think we had the answers in our heads?) and ready to tackle your queries.

Don't be afraid to ask a question, however small or apparently insignificant. If you can, send your question in advance – useful if you'd like to remain anonymous, you'll be missing the live session or you just can't wait to offload that language dilemma that's been buzzing around your brain. It's a great option for the panel, too, as it gives them more time to prepare a coherent response. They look forward to hearing from you!

We will be answering a mixture of advance and live questions on language, grammar and punctuation. If your advance question is picked for answering, you won't even need to be in the room: you can catch up on the answer when you view the session recording. Senders of advance questions will remain anonymous, so don't be shy! Send your question by 11 August 2023 to doceditor@doceditor.co.uk.



Cathy Tingle is a non-fiction copyeditor and proofreader. She has run copyediting courses for Publishing Scotland since 2019, and wrote the CIEP's 'A finer point' column from 2018 to 2020 and from 2021 to 2023.

She also writes the CIEP's fun bimonthly language quiz. After putting together more than 100 quiz questions, Cathy feels she's covered all the obvious areas of language, grammar and punctuation, so she's counting on the Grammar Amnesty session at the 2023 CIEP conference to provide her with inspiration for future quizzes. How about helping her out by asking a question?



Riffat Yusuf is passionate about embedding her research for 'A finer point' in her work as an information and communications coordinator. That is why the reports, flyers and newsletters she edits are

replete with ellipses and relative pronouns. Riffat is hoping the Grammar Amnesty session, which is part of the 2023 CIEP conference that will be held in Glasgow, will provide her with answers to Cathy Tingle's fun bimonthly language quiz. Side note: this is the first time she has ever described herself as passionate ...



**Gerard M-F Hill** After careers in schoolteaching and driving artics, Gerard retrained in 1990 and joined the SfEP, becoming a mentor in 1999 and joining the Council in 2007. As standards director he devised the basic editorial test and as chartership adviser he led the campaign with Sabine Citron, then chair, to gain a Royal Charter for the CIEP in 2019. For the Institute he has written the *Punctuation guide* and The Art of Querying, and revised the references course. Gerard has edited, indexed or proofread over 500 publications, ranging from *Reconstructing the Lansdowne Collection of Classical Marbles* and *Human Rights and* 

*Criminal Procedure to Japan: Courts and Culture*, to three editions of *Organ Transplantation* and 5,000 entries in the *Dictionary of National Biography*. He likes helping people, resolving queries and getting things right. Despite the weather, he lives in breezy Cumberland, but then someone has to.

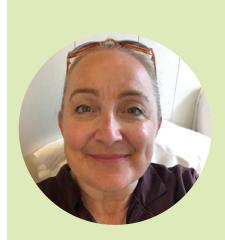


### Monday 11 September 11.45–12.45

### Freelancers in the publishing industry

Sam Missingham (via Zoom)

In early 2023, Sam Missingham conducted a survey of freelancers working in the publishing industry. Here, she will discuss responses to her survey and what they mean for freelance editorial professionals. She will also discuss trends, opportunities and threats across the book business.



Sam Missingham is the founder of Services For Authors, a new directory of publishing freelancers, and The Empowered Author, a book marketing community for authors. She is passionate about supporting authors by demystifying publishing and empowering them whatever publishing route they choose. Prior to this, she was head of audience development at HarperCollins, where she ran large-scale marketing campaigns across the business, and before HarperCollins, she was head of events and marketing at *The Bookseller*, where she co-founded FutureBook, and ran the Book Industry Awards and *The Bookseller's* conference programmes. She is a self-declared publishing nerd and is particularly passionate about innovation in publishing.

Twitter: @samatlounge



## Monday 11 September 1.45–2.45

### Al chatbots in editing: Debunking the myth of replacement

#### **Erin Brenner**

Al chatbots: everyone's talking about them and they're being added to all our favourite editing tools. But can they really replace human editors?

In this session, we'll explore the intersection of AI and editing. Can it be useful to writers and editors? What are its limitations? And what should we be concerned about? In our hour together, you'll have a chance to share your thoughts about AI and gain a clearer understanding of the current AI environment. We'll look at how AI might be further incorporated into our work (spoiler alert: it's already in there!) and how to guide our writers to responsible AI usage.



**Erin Brenner** is the owner of editorial services firm Right Touch Editing, which specialises in providing small and midsized organisations with writing and editing teams. Additionally, Erin provides freelance editor coaching through Archer Editorial Training. She shares her expertise through her blog, The Writing Resource, and by speaking at industry conferences. Erin is the author of the CIEP's Marketing Yourself Guide (with Sarah Hulse), Copyediting's Grammar Tune-Up Workbook, and 1001 Words for Success: Synonyms, Antonyms & Homonyms. Her book The Chicago Guide for Freelance Editors: How to Take Care of Your Business, Your Clients, and Yourself from Start-up to Sustainability will be published by the University of Chicago Press in Spring 2024. Find Erin on the web at https://linktr.ee/erinbrenner.



Monday 11 September 1.45–2.45

Collins English Dictionary: The whys and wherefores

Maree Airlie and Ian Brookes

A dictionary is often regarded as one of the most authoritative language resources available. But what really happens when a new edition of a dictionary is created? The fourteenth edition of the unabridged *Collins English Dictionary* contains over 1,700 newly added words and meanings. Who decides which to include? And, with the dictionary also now available online to a worldwide audience, what difference has that made to the task of updating the dictionary? We will talk about the processes we go through to ensure that we maintain a dictionary that moves with the times.



Maree Airlie is the language content team manager with Collins Learning for HarperCollins Publishers in Glasgow. She has worked with dictionaries as an editor and lexicographer, and has also trained as a primary school teacher.



**Ian Brookes** studied at the universities of Durham and Newcastle upon Tyne before starting a career as a lexicographer in 1993. He has worked on numerous dictionary projects over the past thirty years, including several editions of both *The Chambers Dictionary* and *Collins English Dictionary*. He is now an editorial consultant for Collins Dictionaries.



## Monday 11 September 1.45–2.45

## Understanding plagiarism: Original research and practical tips around this hot topic

Vee White and Andrea Klingler (via Zoom)

Plagiarism is a complex topic: writers must avoid it and editors often recognise it. It conjures assumptions of dishonesty and theft, and inspires feelings of fear and frustration. But distinguishing and resolving plagiarism – and, more importantly, avoiding it – can be challenging.

The first part of this session reviews findings from original research: an international survey of writers, editors and publishing professionals working with English-language content.

The second part provides practical tips for understanding the different types of plagiarism, coaching writers to avoid it, and identifying and communicating about it. We hope to encourage open dialogue, with the goal of developing better prevention methods, more training opportunities and more nuanced conversation.

This session addresses any editor who works with academic/scholarly, scientific, news, corporate or nonfiction content; it is not specifically applicable to fiction editors.

We encourage attendees to share their own experiences during the Q&A. A supplementary handout will be provided.



Vee White (they/them) started editing in 2003, working with medical content since 2008. Vee is committed to furthering conscious language and creating mentorship opportunities, currently leading the New

Editor Guide Task Force for ACES: The Society for Editing and previously collaborating on an editorial internship program with Andrea Klingler. Vee founded the LGBTQ+ Editors Association; recently joined the ACES' Diversity, Equity, and Inclusion Committee; and was a member of the American Medical Writers Association's Diversity & Inclusion Assessment Task Force. They contributed to an article on survey demographic questions in medicine and research for LGBTQIA2S+ individuals, published in the American Journal of Physiology-Heart and Circulatory Physiology in 2023. They have led workshops on best practices for paraphrasing and avoiding plagiarism, hope to promote more open discussion, and are disseminating the results of an international survey about plagiarism with Andrea. Vee formerly skated in a roller derby league, loves hiking, and has three rescue cats who are perpetually getting into scrapes!



Andrea Klingler (she/her) has been a medical/science editor for almost 20 years. For 10 years she ran her own company, Silverwood Editorial & Communications. Now, as a senior medical editor at

Curtis Learning, she works with content creators to develop products that train pharma and biotech professionals and educate providers and patients. Andrea has received several awards, including Product Developer of the Year (Wolters Kluwer, 2009). She is a certified Editor in the Life Sciences (2018) and a member of ACES: The Society for Editing and the American Medical Writers Association. Andrea received a BA in English from Juniata College and an MA in Publishing and Writing from Emerson College. She is a proud dog mom to her pointer, Darcy, and volunteers at a local animal shelter. She loves travelling, reading and eating tacos.



## Monday 11 September 3.15–4.15

### Closing plenary session: How to be productive when sh\*t hits the fan

#### **Grace Marshall**

As we come to the end of our time together – brimming with new ideas, connections, skills and strategies – it's time to start looking ahead. How do we take what we've learned today and make the most of it in our day-to-day?

A lot of productivity advice is about optimisation – setting ourselves up for success. But what happens when things go wrong? When we find ourselves faced with setbacks, disruptions and difficult conversations?

Faced with an ever-evolving landscape with new challenges and uncertainties, it's no longer just about having a perfect plan, or the most efficient system (that's what machines do really well!). Humans have a superpower that most productivity advice ignores.

Based on her latest book *Struggle: The surprising truth,* beauty and opportunity hidden in life's sh\*ttier moments, Grace will show us a new way of seeing struggle that strengthens our relationships and resilience, enabling more innovation, learning and growth. Emboldening our next steps.



**Grace Marshall** is known for her 'refreshingly human' approach to productivity. Outlined in her powerful book *Struggle*, she espouses a practical approach to dealing with – and learning from – 'life's sh\*ttier moments'.

As a qualified coach, NLP practitioner and DiSC facilitator, Grace brings both a psychological and a practical perspective to productivity. Her clients say she has a knack for helping them 'untangle their brain spaghetti' and get to the heart of what's getting in their way.

As a Productivity Ninja with global productivity training company Think Productive, Grace has helped over ten thousand people adopt new ways of working and thinking about their work – from startup founders to corporate managers, artists to engineers, students to CEOs – to replace stress, overwhelm and frustration with success, sanity and satisfaction.