

NATIONAL UNIVERSITY OF LESOTHO
BA/BED EXAMINATIONS
ELG4303: EDITING & PUBLISHING

JANUARY 2024

TIME: 3 HRS

MARKS:100

INSTRUCTIONS:

- Question **ONE** is Compulsory;
- Answer any other **TWO** Questions;
- Marks will be awarded for relevance, logical organisation and grammatical accuracy.

QUESTION 1

Using appropriate *Standard Proofmarks* wherever necessary, edit the following text for readability.

Official statement issued by NUL Senior Management team regarding students' protest.

Yesterday, on Tuesday the 21st August, 2018, students of National University of Lesotho (at Roma Campus) embarked on class disruptions; trashing of the campus; and mounted blockade of the main Maseru Roma road where they burned tyres and timber, and obstructing the free flow of traffic. This episode was repeated itself from around 10:00hrs on Wednesday 22nd August 2018.

In a meeting with Vice-chancellor who went to quell the riot on Tuesday August 21, 2018, students seemed to complain about delays in the payment of their NMDS allowances. The Vice-Chancellor explained that NMDS was committed to transfer the allowances of first year students latest by Wednesday 22nd August, 2018. University can confirm that today Wednesday 22nd August, 2018, first year allowances had reached the university, and are being transferred into students personal accounts this afternoon.

The University management are extremely concerned about a culture of anarchy that seem to embed itself into a normal practice during the beginning of every academic year, to pre-empt this disruptive pattern, the University management already was addressing the student body on wednesday 15th August, 2018 where it assured them that working together with NMDS and the SRC, student allowances will be released within the contracted 21 days period.

The NUL management wants the public to know that the orchestrated anarchy which has started on Tuesday the 21st August, 2018 was not because NMDS had delayed in the release of the funds, but was

rather organized by anarchists, some of which investigations indicate are not students. The University management wishes to assure the public that those who are behind this chaos will be sought and hauled before the disciplinary processes of the University, this investigations had already commenced.

NUL management wishes to appeal to law abiding students to go back to classes and resume their studies with the assurance that they will be fully protected. In the same light, staff is requested to continue with their teaching and other academic assignments; This message will duly be communicated direct to Student union meeting which management has convened at 15:00hrs this afternoon. [50]

QUESTION 2

Describe in detail Renkema's (1996) *Five* facets of text quality in editing. [25]

QUESTION 3

(a) Comment on the significance of a *dictionary* as a resourceful tool for text editors. [10]

(b) Explore (*in not more than 12 lines*) any *Three* important design features of written academic documents. [15]

QUESTION 4

(a) Demonstrate, with examples, the usage of the following punctuation marks in academic and scholarly writing:

(i) Comma (ii) Full Stop and (iii) Semicolon [15]

(b) Explain each of the following concepts in *Editing and Publishing*: Volume editor and Text editor. [10]