

Bulletin

*The newsletter of the National Capital Region Branch of the Editors' Association of Canada (EAC) /
Le bulletin de liaison des membres de l'Association canadienne des réviseurs — Région de la capitale nationale*

Photo : M. Senzilet



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When / Date :

November 17, 2010 /
Le 17 novembre 2010

Where / Endroit :

Travelodge Hotel /
Hôtel Travelodge
1376 Carling Avenue /
1376, ave Carling
Rotary Room / Salle Rotary

Time / Heure : 7:30 p.m. /
19 h 30

Program / Programme :

Wine and Cheese Social
Vin et fromage

Cost / Prix :

Members and
Non-members \$10 /
10 \$ pour tous

Wine and Cheese Social on Nov. 17 Vin et fromage, le 17 novembre

Chris Cavan and / et Anja Pujic
EAC-NCR Programs Co-Chairs / Coresponsables de la programmation

Come, relax, and network with your fellow language enthusiasts at the annual EAC-NCR wine and cheese social. Again this year we'll include a chance for members to strut their stuff in an Editor's Showcase. Bring along a sample or two to display or an editing experience to share. (Please let Chris Cavan or Anja Pujic know in advance: ncrprograms@editors.ca.)

Kick off the festive season with a glass of wine and some yummy nibbles – and make some new contacts while you're there! Bring along a business card to join in on some fun!

Please RSVP to ncr@editors.ca by November 13.

Venez rencontrer des confrères et consœurs à l'occasion de la dégustation annuelle de vins et fromages de l'ACR-RCN. Entamez les fêtes du bon pied en trinquant avec d'autres réviseurs dynamiques et en établissant de nouvelles relations professionnelles. Profitez-en pour présenter vos réalisations. Exposez un échantillon de votre travail ou parlez d'une expérience en révision. Intéressé? Écrivez à Chris Cavan ou Anja Pujic à ncrprograms@editors.ca pour prendre les dispositions nécessaires.

Apportez vos cartes professionnelles afin de mieux vous faire connaître. Il y aura des surprises!

RSVP : Le mercredi 13 novembre, à rcn@reviseurs.ca

Message from the EAC–NCR Chair **Message de la présidente**

Christine LeBlanc, EAC–NCR Chair / présidente de l'ACR–RCN

Celebrating Our Members

As we look forward to our annual Wine and Cheese party, the executive would like to take the time to celebrate our members, especially those who have been with us for a long time. The following is a list of members who joined 10 years ago. We appreciate their commitment to our profession and to our organization.

Karin Banerd

Betty Anne Benes

Shaun Bugyra

Jody Johnstone

Andrea Murphy

Suzanne Nussey

Sylvia Pollard

Gloria Royce

Louise Saint-André

Brendan Wild

10 fois bravo!

Dans l'enthousiasme qui entoure les préparatifs du vin et fromage, le conseil tient à exprimer sa reconnaissance envers ses membres, en particulier les membres de longue date. Les personnes dont les noms figurent ci-après font partie de l'ACR–RCN depuis 10 ans. Applaudissons leur engagement à l'égard de la profession et de l'Association.

Welcome to our new EAC–NCR members!

Bienvenue aux nouveaux membres!

Sarah Currie, Ipshie Kamal, Linda O'Neil, Arlene Smith, Karen Twitchell

EAC–NRC to offer three professional development seminars in November and December

Abigail Whitney and Mary MacDonald-LaPrade, EAC–NCR Professional Development Co-Chairs

There are still great opportunities left in 2010–2011 to give your career a boost. All you have to do is attend the professional development seminars being offered by EAC–NCR.

“Jennifer Latham boosted my confidence as a freelancer by presenting a systematic way to assess a document and providing standards for editing speed, billable hours, and hourly rates. Measuring calms anxiety!”

– Marion Kennedy

November 27 Seminars

Join Christine LeBlanc, founder and owner of Dossier Communications, for **Starting a Freelance Editing Career** on the morning of November 27. In this seminar you will learn the basics of establishing a freelance career. Christine will talk about some of the roles you will play in running your own business – editor, marketer, office manager, bookkeeper and employee. You will also learn how to avoid or manage the inherent risks in this line of work.

A successful freelance editor since 2005, Christine is chair of the National Capital Region branch of EAC and is also the branch’s representative on EAC’s national executive council. Her own business focuses on writing, editing, project management, and promotional work for non-profit organizations. This seminar will give you valuable information

2010–2011 EAC–NCR seminars “At-a-glance”

Topic	Speaker	Date
Starting a Freelance Editing Career	Christine LeBlanc	Nov. 27, 2010 (morning)
Estimating—The Key to Making Money	Jennifer Latham	Nov. 27, 2010 (afternoon)
Practical Proofreading	Beth Macfie	Dec. 7, 2010
Introduction to Copy Editing	Moira White	Jan. 25, 2011
Copy Editing II: Judgment Calls and Added Value	Moira White and Beth Macfie	Feb. 7, 2011
Eight-Step Editing	Moira White	April 5, 2011
Substantive Editing	Jennifer Latham	April 18, 2011
Plain Language: Building Results	Graham Young	May 5, 2011
English Grammar	Frances Peck	May 9, 2011
Clear and Concise: Guidelines for Style	Frances Peck	May 10, 2011

(continued on page 4)

from someone with first-hand experience. In the afternoon of November 27, Jennifer Latham will lead the seminar on **Estimating – The Key to Making Money**. Whether you are a freelance or in-house editor, you will want to attend this workshop. You will learn how to cost a job, develop a realistic workplan, and prepare fair and accurate estimates.

Jennifer will also teach you the standard practices, tips and strategies for:

- breaking down a job, by task
- costing out each task
- tracking your estimating accuracy
- including terms and conditions in your contract to avoid “getting burned” by unexpected costs

A past president of EAC, Jennifer has worked as a full-time freelance editor offering editing, writing, and project management services to government and private sector clients. Today, she is Director of Editorial Services with the Office of the Auditor General of Canada. During her many years as both a freelance and in-house editor, Jennifer developed a process for approaching substantive jobs, and has learned all the tips, tricks, and pitfalls associated with preparing editing estimates. Bring your calculator!

December 7 Seminar

The EAC-NCR seminar offering for December is **Practical Proofreading**, with instructor Elizabeth Macfie. No editor can afford embarrassing errors in documents, and you know that computer spell checkers aren't foolproof! In this full-day seminar, you'll learn how to develop strong proofreading skills to help you through any publication project.

Elizabeth will teach you how to efficiently and effectively catch and eliminate errors on screen, on paper, or in web documents – with or without a previous version for comparison. She will also show you how to estimate the time needed for proofreading, how to concentrate as you work, and how to keep track of versions of a document.

You will learn how to handle bilingual documents and practice proofreading a variety of materials, including complex designs and non-text material such as tables and figures.

A freelance proofreader and editor since 1997, Elizabeth's clients include federal government departments and agencies, book publishers, research organizations, communication companies, a university publications service, and an advertising agency. She is an EAC-certified Proofreader and Copy Editor, a past chair of EAC's National Capital Region branch, and the past president of the Indexing Society of Canada.

Coming in 2011

If you couldn't make it to one of the EAC-NRC seminars this fall, check out the seminars coming in 2011 (see Table on page 3.)

Seminar details

All EAC-NRC branch seminars are held at the Capital Hill Hotel and Suites, 88 Albert Street. See the EAC-NCR website for details about seminar costs and registration: http://www.editors.ca/branches/ncr/seminars_20102011/index.html

October program review: Powerful panel discussion about social media

Chris Cavan, EAC–NCR Programs Co-Chair

The panellists at our October program evening jolted us into the 21st century with a reality check. They gave us plenty of examples, links and an urgent plea to “be part of the social media conversation that is happening with us or without us.”

Over 40 people from Professional Writers Association of Canada (PWAC) and our EAC–NCR branch were linked into a dynamic panel discussion led by Ian Capstick, owner of MediaStyle, and Kathryn Schwab, Director of Social Media and Communications at Cyan Solutions. Ian and Kathryn are savvy, social media livewires who provided us with many ways to get started or to expand our social connections on the Internet. They delighted us with many stories and lots of practical advice about how to use new social media tools most effectively.

Ian and Kathryn urged us to adopt a free tool such as Tumblr (www.tumblr.com), WordPress (www.wordpress.org), or Blogger (www.blogger.com) to create and/or organize our blogs and websites. These media platforms can be used to post text, photos or videos and work with our mobile devices as portals to Facebook, LinkedIn, Twitter, and other social media sites. TweetDeck (www.tweetdeck.com) or Hootsuite (www.hootsuite.com) can act as dashboards to manage and prioritize our Twitter contacts.

Kathryn assured us that we don’t have to “boil the ocean” – we’re all social media experts. Humans have proven this by developing

language to communicate with one other and to build communities of like-minded individuals – only the tools for doing this have changed. Kathryn pointed to her grandmother as an adept social networker with a wide circle of friends who support her in many ways – her medium is getting together with them over a cup of tea! The difference between her generation and ours is that computers have made it possible for us to interact and share information with family, friends, colleagues, and clients in so many new, electronic ways.

We editors and writers want personal connections among ourselves and with our clients. Our panellists gave us confidence-building practical tips, insights, and gambits to join new social media conversations. They advised us that “media begets media” and that “all roads lead to Google.” Search engine optimization (SEO) is key – Google must be fed with new and up-to-date information from our websites and blogs in order to keep its search engine working for us. Brief, witty, and frequent posts to our social media platforms create good “Google-fu” or “Google juice,” according to Ian. Professional, appropriate, and creative content in our Facebook, LinkedIn, Twitter, blogs, web pages, and other sites will attract many visitors and remind potential and current customers

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about what we do. If we're well connected and are managing our social media contacts properly, business will find us and we'll be part of the buzz generated by having a dynamic presence on the Web.

The evening ended with a draw for three door prizes, and a number of attendees went home with a "spooky novel" from our book exchange table. A special thank you from EAC-NCR to Sue Bowness, president of the Ottawa Chapter of PWAC for arranging this entertaining and informative panel with Ian and Kathryn. Judging by the number of questions posed by people in the audience and their enthusiasm to stay until after 10:00 p.m., many writers and editors are eager to be part of this vibrant conversation!

For more information, check out the following five resources:

www.searchengineguide.com is a good source of information on SEO and social media.

<http://www.searchengineguide.com/jennifer-laycock/understanding-the-three-primary-goals-of.php> links to an interesting post about "Three Primary Social Media Goals" by Jennifer Laycock, the editor of Search Engine Guide.

www.godaddy.com is a site where you can lock in your domain name.

www.google.com/adsense is a tool to help develop key words.

Publish and Prosper: Blogging for Your Business (2006) by D.L. Byron and Steve Broback (New Riders Press)

Anagrams

Submitted by Chris Cavan

These interesting anagrams relate to the original words:

ASTRONOMER: MOON STARER

CONSIDERATE: CARE IS NOTED

CONVERSATION: VOICES RANT ON

DORMITORY: DIRTY ROOM

ENDEARMENT: TENDER NAME

MISREPRESENTATION: INTERPRET ONE AMISS

PITTANCE: A CENT TIP

SCHOOLMASTER: THE CLASSROOM

SEPARATION: ONE IS APART

SLOT MACHINES: CASH LOST IN ME

SOFTHEARTEDNESS: OFTEN SHEDS TEARS

TRIBULATIONS: IS BUT ON TRIAL

UNDIPLOMATIC: MAD, UNPOLITIC

UPHOLSTERERS: RESTORE PLUSH

WAITRESS: A STEW, SIR ?

Getting work with the federal government

Bulletin Staff

October marked Small Business Month in Canada, a time to toast entrepreneurs and their achievements. But for some small business owners, including independent professionals such as editors, writers, and translators, one goal they'd still like to achieve is solving the mystery of how to sell their services to the biggest client of them all – the Government of Canada, which spends about \$20 billion yearly on goods and services.

The information is out there, says Marion Soublière, an EAC-NCR member and author of the expanded 2010 edition of *Getting Work with the Federal Government: A guide to figuring out the procurement puzzle* (Bloomington, IN: iUniverse, 2010). The trick has been knowing where to find it. And slowly but surely, the Canadian government is now making it easier to find, having launched its new BuyandSell procurement site in September 2010.

Time-crunched freelancers needn't worry that writing proposals to bid on government tenders is the only way to win government work. "There are also less time-consuming ways, like getting on source lists and supplier databases, subcontracting to companies that already have government contracts, or getting contracts through temp agencies," says Soublière, who has held standing offers with four federal departments and agencies. Since 2005, the Government of Canada has been trying to increase the amount of business it does with Canadian small- and medium-sized companies in order to cut costs and deliver services more quickly and efficiently. It's a significant challenge, though.

According to Industry Canada, 98 per cent of Canada's more than 2.3 million business establishments are either small- or medium-sized firms, and a full 57 per cent of them are micro-businesses, having only one to four employees. Compare that to the relatively minuscule number of companies registered as suppliers in the Government of Canada's Supplier Registration Information service database – approximately 110,000.

The updated and expanded 2010 edition of *Getting Work with the Federal Government* looks at:

- where to track down federal government contracts (through the MERX online tendering system, materiel managers who could add suppliers to source lists, staff with Public Works and Government Services Canada as well as regional federal economic development agencies, subcontracting opportunities, and temp agencies);
- registering with government-wide supplier databases such as Professional Services Online, the Translation Bureau, and the new Task and Solutions Professional Services method of supply;
- taking free seminars from the Office of Small and Medium Enterprises on doing business with the Government of Canada;
- preparing winning proposals;
- marketing yourself before and after being awarded a standing offer;
- getting government security clearance;

(continued on page 8)

- doing business with other governments in Canada and internationally;
- learning first-hand tips from a solopreneur who contracts to the federal government, finding helpful web sites such as the Government of Canada's new www.buyandsell.gc.ca procurement web portal – which now displays much of the content from the Contracts Canada site – and more.

The handbook also includes contact information for the 125 standing offer/ supply arrangement holders under the much-utilized new Temporary Help Services On-Line System that fulfils many federal contract demands in the National Capital Region.

Getting Work with the Federal Government: A guide to figuring out the procurement puzzle is available in paperback for \$27.95 from www.chapters.indigo.ca, www.amazon.ca, and www.barnesandnoble.com. It can also be ordered directly from the publisher iUniverse (www.iuniverse.com), where it is sold as an e-book, too, for \$9.99.

Tips for would-be government contractors

MERX webinars: The Canadian government's online tendering site, MERX (www.merx.com), now offers hour-long supplier webinars with tips on getting the most out of MERX, including learning how to optimize tender searches, how to find partnership opportunities and more. Anyone can sign up, although spaces are limited. The next webinar will be held on Tuesday, November 23, 2010 at 2 p.m. EDT. To register, e-mail webinars@merx.com.

Office of Small and Medium Enterprises (OSME) seminars: OSME offers free seminars in English and French on different aspects of doing business with the Government of Canada, including writing proposals. It now makes seminars available more frequently through more venues. In addition to the OSME office at the Public Works and Government Services Building in Gatineau (Hull sector), seminars are also available through the Ottawa Centre for Research and Innovation (OCRI) at the Ottawa City Hall building, through the Ottawa Public Library, through the Bibliothèque municipale de Gatineau, and through the Développement économique – CLD Gatineau in Gatineau (Hull sector). Check for upcoming seminars at: www.achatsetventes-buyandsell.gc.ca/eng/seminarsnationalcapital.

Other free seminars on writing proposals: Sometimes business development centres offer free seminars on writing proposals. At OCRI (www.entrepreneurship.com), Keith Parker of The Proposal Centre, a private company, has recently delivered several seminars on writing proposals, geared primarily to responding to federal government opportunities. Parker's next seminar will be held on Monday, December 13, 2010 at 12 p.m. You can register online.

New Government of Canada procurement site: At the end of September 2010, the Government of Canada launched www.buyandsell.gc.ca, a single-window web portal on federal government procurement that's been in the works for over a year. It's geared to both suppliers and federal buyers. While it is primarily of interest to people who are new to the

(continued on page 9)

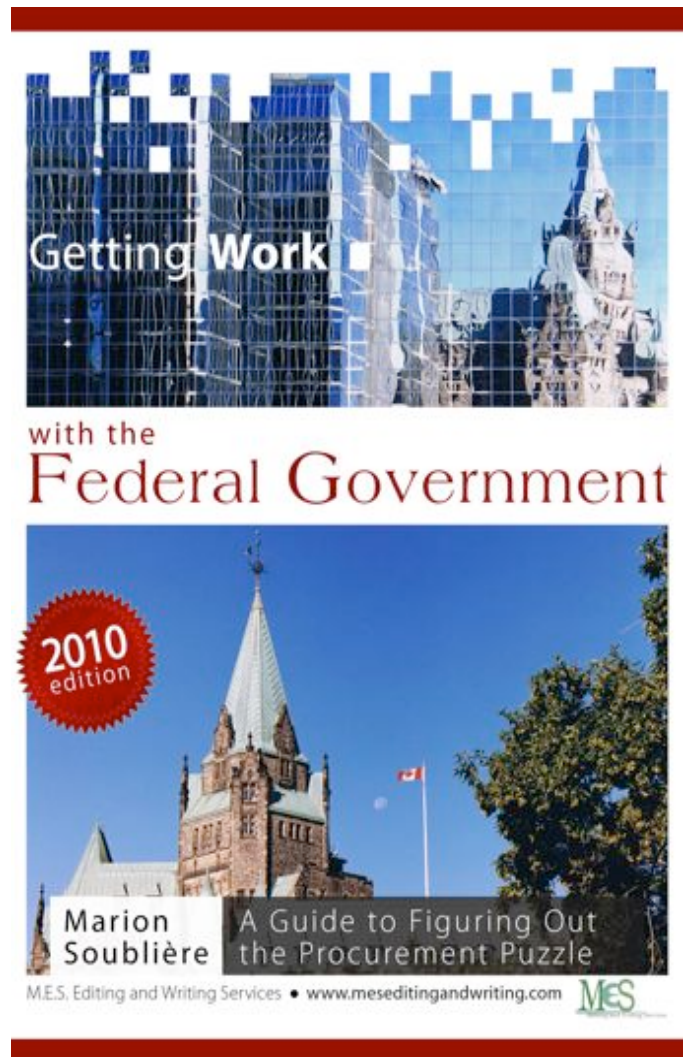
procurement process (it contains much of the information from the Contracts Canada site), it has started to provide updates on a variety of procurement developments, such as consultations for new purchasing strategies and bidders' conferences for the government's new Canadian Innovation Commercialization Program.

New federal strategy for buying communications and marketing services:

In October, OSME emailed invitations to suppliers registered in the government's Supplier Registration Information service database, asking them to respond to an online questionnaire regarding development of a new, national five-year strategy for buying communications and marketing services. The questionnaire asked for supplier contact information as well. OSME says it will respond with developments on the strategy and may follow up with further questions. Once the strategy has been drafted, it will be posted on MERX as a Request for Information for more specific feedback. OSME encourages suppliers to respond to the Request for Information, too. The good news for suppliers here is that getting in the loop early on when you make yourself known through initial procurement steps such as a Request for Information can sometimes give you a competitive edge. You can search www.merx.com in future for the Request for Information concerning the government's communications and marketing services buying strategy.

EAC discount for archived video from July 2010 "Communicating for Cash" workshop: This summer, the EAC helped sponsor a "Communicating for Cash" workshop organized by the Atlantic Region of the Professional Writers Association of

Canada (PWAC) in tandem with the Canadian Freelance Union (CFU). The workshop, held July 9-11, 2010 in Sackville, New Brunswick, streamed two sessions live over the Internet: "Getting Work with the Federal Government" by EAC/PWAC member Marion Soublière, and "Successful Marketing with Social Media" by PWAC member and Toronto writer/trainer Paul Lima. Both sessions are now available as a single on-demand video (almost six hours in length) at a discounted price of \$50 for EAC, PWAC, and CFU members. To purchase the video, go to pwacatlantic.ca.



Que sont les ateliers en français devenus?

Ou la genèse des causeries de l'ACR-RCN

Pendant un certain nombre d'années, le programme de l'ACR-RCN a proposé aux membres francophones quelques ateliers en français dans son programme de formation continue en révision. Ces ateliers duraient une journée entière et comprenaient habituellement une partie magistrale et des travaux pratiques individuels ou en équipe.

Les temps changent, et la profession de réviseur est de plus en plus reconnue, notamment grâce au travail d'associations professionnelles telles que l'ACR, qui assurent son rayonnement. Il en résulte qu'un nombre croissant d'universités, de collègues et de fournisseurs de formation professionnelle offrent aujourd'hui dans la région* une vaste gamme d'ateliers en français sur la révision, parfois exactement les mêmes que ceux qu'offrait l'ACR-RCN.

Ce bienfait pour l'ensemble des langagiers a toutefois considérablement réduit le nombre de personnes susceptibles de s'inscrire uniquement aux ateliers de l'ACR-RCN, laquelle ne compte qu'une trentaine de membres francophones. Comment, alors, proposer un contenu valable en français? Il faut remercier André LaRose, membre depuis 2004, d'avoir eu l'idée de remplacer les ateliers par des causeries, idée qu'ont favorablement accueillie les membres du collectif francophone.

Les causeries de l'ACR-RCN, de l'or en barre!

Les causeries en français sont animées par des conférenciers d'envergure, qui viennent parler devant un groupe de professionnels chevronnés de questions d'actualité, de

progrès techniques ou de points de langue. Le caractère intime des causeries est propice aux échanges les plus fructueux, parfois sur des sujets très pointus. Les conférenciers en profitent pour prendre le pouls du marché auprès de langagiers de carrière, et ces derniers, pour bénéficier de l'avis de leurs pairs et poser une abondance de questions qui donnent naissance à des discussions animées. Tout le monde y gagne.

Les causeries ont lieu en soirée, la semaine, et durent environ une heure et demie. Le degré de participation des personnes présentes et la disponibilité du conférencier ont une influence sur la prolongation de l'activité.

Comment les thèmes sont-ils choisis?

L'actualité langagière est une grande source d'inspiration : publications, logiciels, polémiques. Le plus souvent, des idées sont proposées dans les communications informelles entre les membres du collectif francophone, un petit groupe d'irréductibles qui se réunit périodiquement pour faire le point sur l'offre en français. Parfois, c'est au terme d'une causerie que naît une idée, lorsqu'un des sujets abordés a suscité un intérêt particulier. Un volontaire s'occupe alors d'entrer en contact avec la personne-ressource, et l'organisation de la prochaine causerie est confiée aux membres intéressés présents et disponibles.

**Pour savoir où trouver des ateliers en français dans la région, veuillez revoir le numéro d'octobre 2009 du Bulletin, page 4.*

(suite à la page 11)

Comment les causeries sont-elles annoncées aux membres?

Le délai entre la confirmation de l'activité et sa tenue est souvent trop bref pour qu'elle puisse être affichée à temps sur le site Web de l'ACR. Le *Bulletin* est donc la source d'information privilégiée. L'information est également transmise de vive voix aux personnes qui assistent aux réunions mensuelles en anglais. Un courriel est généralement envoyé par une personne bénévole aux membres francophones dont l'adresse de courriel figure sur une liste fournie par le bureau de l'ACR-RCN. Un autre courriel peut être envoyé par le bureau à tous les membres, quand l'échéance le permet.

Si vous n'avez jamais reçu de courriel à ce sujet, veuillez vous assurer que vous êtes bien inscrit comme membre *francophone* auprès de l'ACR-RCN. Vous pouvez en plus faire parvenir votre courriel de prédilection à anne_boudreault24@gmail.com.

Les anglophones bilingues intéressés par les activités en français sont également les bienvenus.

Les suggestions pour améliorer la communication des activités en français seront bien reçues, mais il faudra plus de bénévoles pour les mettre en œuvre ...

Au palmarès : ce que vous avez peut-être manqué!

À l'occasion des causeries passées, nous avons eu l'honneur d'accueillir, entre autres, Maurice Rouleau, auteur du livre *Est-ce à, de, en, par, pour, sur ou avec? La préposition vue par un praticien (La préposition, la bête noire du traducteur/réviseur, avril 2009)*; Dolorès Tam, formatrice à *Druide informatique, (Antidote,*

avril 2010); Georges Farid, professeur et directeur du Département d'études langagières à l'UQO (*Penser ensemble l'application de la nouvelle orthographe, mai 2010*); Éric Charrette, chef de la terminotique au Bureau de la traduction (*Dans les coulisses de Termium, septembre 2010*); et, plus récemment, deux membres bien connues de notre association, Elizabeth Macfie et Carole Sigouin (*La correction d'épreuves électronique sur PDF, octobre 2010*).

Causeries à venir

Des idées sont en train de germer. Il faudra donc surveiller le *Bulletin* et vos courriels très attentivement! Nous cherchons activement un expert dans la région pour nous parler de la nouvelle norme sur la traduction, qui intéressera les réviseurs et les correcteurs de textes publiés dans les deux langues officielles; de nouveaux ouvrages sur la langue ont paru récemment, et nous sommes en communication avec leurs auteurs pour les inviter à venir nous en parler; et certains membres songent à exposer les particularités de leur domaine de spécialité. C'est à suivre.

Comment proposer un thème?

Vous aimeriez présenter une causerie? Vous avez songé à un sujet et à un animateur pour le présenter? Le cas échéant, veuillez communiquer avec Christian L'Écuyer, le responsable des affaires francophones, à l'adresse suivante : rcnfrancais@reviseurs.ca.

Anne Boudreault
Révisseuse francophone du Bulletin

“As they say”



Near Ephesus, Turkey; © 2010 Dossier Communications



Stratford, England; Photo: Marion Kennedy

Publications récentes à signaler

DES ORMEAUX, Anne et Jean-Marie LESSARD. *Dictionnaire juridique de la propriété au Canada : droit civil – common law*, [En ligne], 2009.

www.dualjuridik.org/FR/Main_Page.awp

FOREST, Jean. *Le grand glossaire du français de France, ou, Répertoire des mots, sens et expressions de la vie quotidienne qui font défaut au français du Québec*. Montréal, Tryptique, 2010, 460 p. (35 \$)

www.triptique.qc.ca/argu/arguGGFrance.html

GAUTHIER, François. *Objectif clients : Un guide pour traducteurs et autres travailleurs autonomes du domaine langagier*. Montréal, Linguattech, 2010, ix, 110 p. (19,95 \$)

www.linguattechediteur.com/objectif-clients.html

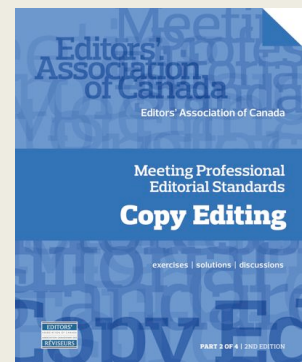
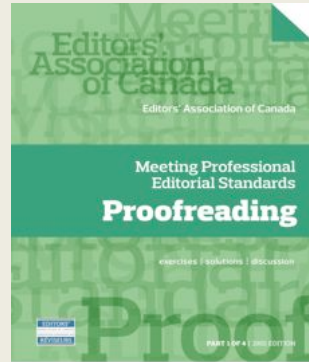
LE LAY, Yann. *Savoir rédiger*. Paris, Larousse, 2009, 149 p. (Collection « Les Indispensables ») (5,95 \$)

www.editions-larousse.fr/Catalogue/
(Tapez *Savoir rédiger* dans le champ « Titre », puis cliquez sur « Cherchez »)

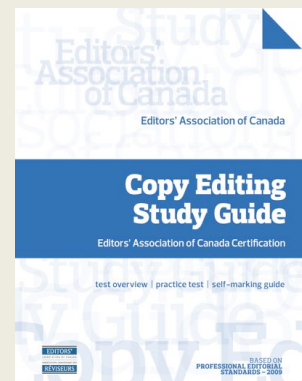
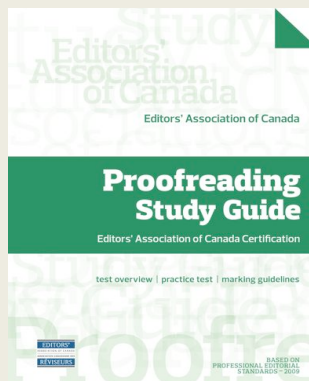
André LaRose

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Mary MacDonald-Laprade
Maureen Moyes
Anja Pujic
Marion Soublière
Abigail Whitney

Contribute to the *Bulletin*

Did you have an interesting work experience? Do you have some strong opinions about editing? Have you discovered some helpful hints or professional advice that would help your fellow editors? We'd like to know.

Material for the next issue of the *Bulletin* must be submitted in a Word document by the deadline shown below. Submitted material is considered final upon submission; no proof will be returned to the author for approval. The editor may identify a need to clarify or to substantially edit material and, in such cases, may contact the author.

Deadline for material for the January issue: December 3, 2010

Deadline for material needing French translation: Nov. 26, 2010

Send your submissions to Linda Senzilet at ncrbulletin@editors.ca.

Contribuez au *Bulletin*

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Prochaine date de tombée : le 3 décembre 2010

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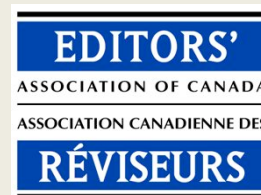
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