**Wednesday, February 27: The Provost’s Email**

**Homework**

**Read:** The email from the provost (on D2L)

**Documents**

 Bring up email inbox on projector with email in it

*Objectives*

* *Talk about relationship between writer and editor*
* *Discuss rhetorical situation (context, audience, purpose)*
* *Talk about editorial hierarchy related to situation*

**Announcements**

* *Joke?*

**Provost’s Email**

(Just got another yesterday!)

Look at this as an editor, but with your awareness of TCU and its campus

Talk about medium first:

 How? To whom? For what purpose?

 Does this matter? Does this change how we approach this as editors?

 Are the rules different?

What about purpose?

 What is the provost’s purpose in sending this out?

 How is it framed? How does that impact how we read the text?

 What does this matter in regards to editing?

Finally the text itself:

 What are the major issues with the text? How would you approach it?

 What would you do first, if you were to edit the text? Grammar? Style?

 What are the potential ramifications of errors of this particular text? Are there any?

 What might you query? How would you do so? (if time, craft 2-3 queries.)

What are potential challenges with editing this sort of text? Are there any differences from how you would edit music profiles or academic texts?

**Work on Exercise 2**

### Homework: Exercise 2 Due. Joanna Schmidt, guest editor. Introduce Exercise 3 (Citation)