

Proofreading (English language) Doctoral Dissertations

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•Lauri Gardner 23.04.09

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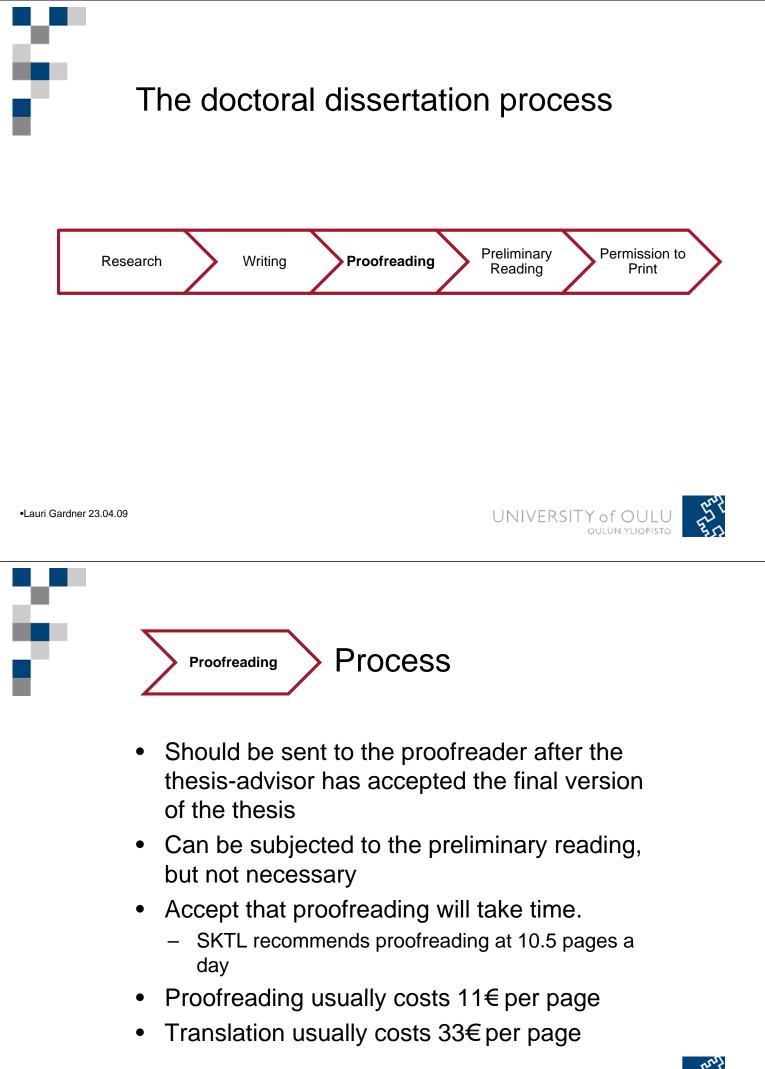


Field of education 2007, 2008 Doctorates

2007								
Humanities	Education	Health Sciences	Economics	Natural Sciences	Engineering	Medicine	Dentistry	Total
11	8	7	5	33	26	38	2	130

2008								
Humanities	Education	Health Sciences	Economics	Natural Sciences	Engineering	Medicine	Dentistry	Total
11	6	6	6	36	26	29	3	123









•nimi ja pvm

Submitted text

- The submitted text should be sent as a word file, not as a PDF or LaTEX file.
 - This helps the speed and notational ability of proofreading
- The main body of the text should be sent
- Abstracts and Acknowledgements can be proofread/translated later.



The character of the proofreader

- There has to be a level of trust between the proofreader and the doctoral student
- Proofreaders should be under obligation for non-disclosure of the thesis material whole or in part
- The proofreader often is not an expert in that field, but will be checking it for general readability and understandability



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Responsibilities of the proofreader to the doctoral student

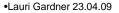
- The proofreader is not an editing service, nor should a proofreader be an underwriter
- Honest time assessment, close contact with the doctoral student are to be expected
- The proofreader may have to go through the text several times



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Overarching principles of the proofreader

- The proofreader has to retain the integrity of the text.
- The proofreader does not change the scientific context of the text.
- The text should retain the voice of the original writer so that the writer may stand behind his/her work.
- The proofreader should make sure the text is clear and understandable for future readers



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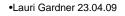
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The character of a doctoral student

- Well-versed with written production
- Research oriented, critical way of thinking
- Understands and has an expertise in the terminology of his/her field



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Responsibilites of the doctoral student to the proofreader

- Make sure the text is in a final form before submission
- Do not push the proofreader past the 10.5 pages a day
- Understand that when it comes back with changes that they are suggestions from the proofreader about the doctoral dissertation and not a personal affront





Macrospheric issues

- Over-reliance on NetMOT and other translation dictionaries
 - Should learn to utilize English dictionaries and field specific dictionaries
- In line with displinary conventions
 - Style guides
- Consistency
 - American English vs British English
 - Numbers
- Should consider using a fellow doctoral student to read through and comment on legibility and logicality

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5

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Microspheric issues

- Punctuation
- Semantic functions of words and phrases
- Grammar
- Spelling





In Conclusion

The role and responsibility of the proofreader is to make sure the text is clear in structure, has a clarity in its purpose, and retains the voice of the writer.

This can be accomplished through the focus on the grammatical issues of the text.



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Questions





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Funding for proofreading

- Personally
 - Tax deductable (situational slim chances)
- Work
- Foundations
- University
- Faculty/Department
- Range: 0-100%

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