



Universitat de Lleida

DEGREE CURRICULUM
**TEXT EDITION AND DESKTOP
PUBLISHING**

Coordination: MANCHO BARES, GUZMAN

Academic year 2022-23

Subject's general information

Subject name	TEXT EDITION AND DESKTOP PUBLISHING			
Code	12347			
Semester	2nd Q(SEMESTER) CONTINUED EVALUATION			
Typology	Degree	Course	Character	Modality
	Master's Degree in Applied Languages	1	COMPULSORY	Virtual learning
Course number of credits (ECTS)	5			
Type of activity, credits, and groups	Activity type	PRAULA	TEORIA	
	Number of credits	2.8	2.2	
	Number of groups	1	1	
Coordination	MANCHO BARES, GUZMAN			
Department	ENGLISH AND LINGUISTICS			
Important information on data processing	Consult this link for more information.			
Distribution of credits	EULÀLIA PAGÈS 2,5 crèdits FRANCESS CATALÀ 2,5 crèdits			

Teaching staff	E-mail addresses	Credits taught by teacher	Office and hour of attention
CATALA ALOS, FRANCESC JORDI	francesc.catala@udl.cat	2,5	
MANCHO BARES, GUZMAN	guzman.mancho@udl.cat	0	
PAGES VALLS, EULALIA	eulalia@pageseditors.cat	2,5	

Subject's extra information

This subject offers students an introduction to the publishing industry and the process of creating a book, from a historical perspective to making reports or practical activities related to different phases of a project. The selection of issues addressed is structured so that the student is able to understand the management of publishing projects, learn basic editing techniques, learn basic bibliography terminology, and procedures and resources that apply in the editorial industry.

The subject includes a student authentication test without weight in the final grade. Such test will take place on a given day/time, and students should connect to the videoconference session programmed for the test.

Information on data protection in the audiovisual register in the subject English for Business I

In accordance with current regulations on the protection of personal data, we inform you that:

- The organisation responsible for the recording and use of the image and voice is the University of Lleida - UdL (contact details of the representative: General Secretariat. Plaza Víctor Siurana, 1, 25003 Lleida; sg@udl.cat; contact details of the data protection officer: dpd@udl.cat).
- The recorded images and voices shall be used exclusively for teaching purposes.
- The recorded images and voices shall be saved and preserved until the end of the current academic year, and shall be destroyed in accordance with the terms and conditions specified in the regulations on the preservation and disposal of administrative documents of the UdL, and the documentary evaluation tables approved by the Generalitat de Catalunya (<http://www.udl.cat/ca/serveis/arxiu/>).
- The voices and images are considered necessary to teach this subject, and teaching is a right and a duty of the teaching staff of the Universities, which they must exercise under academic freedom, as provided for in article 33.2 of the Organic Law of Universities (Ley Orgánica de Universidades) 6/2001, of December 21. For this reason, the UdL does not need the consent of the students to register their voices and images with the sole and exclusive purpose of teaching in this particular subject.
- The UdL shall not transfer the data to third parties, except in the cases strictly provided for by the Law.
- The student can access their data; request correction, deletion or portability; object to its processing and request its limitation, as long as it is compatible with the purposes of teaching, by writing to dpd@udl.cat. You can also submit a complaint to the Catalan Data Protection Authority, via a mail to its website (<https://seu.apd.cat>) or other non-electronic means.

Learning objectives

Students should be able to:

- Familiarize themselves with the knowledge of bibliography and proofreading
- Assimilate the specific terminology, procedures and resources customarily used in the publishing world

- Be aware of the current state of the book world after the emergence of new technologies in the publishing sector
- Shape an initial image of the implications of content management within a publishing house
- Identify the challenges and problems involved in the page layout of an original and the technical resources that are used in this phase of the process

Competences

Basic competences

- Know how to apply the acquired knowledge and have the ability to solve problems in new or unfamiliar environments within broader (or multidisciplinary) contexts related to their field of study.
- Be able to integrate knowledge and handle the complexity of formulating judgements based on information that is incomplete or limited, including reflections on social and ethical responsibilities linked to the application of their knowledge and judgements.
- Know how to communicate their conclusions –and the knowledge and ultimate reasons supporting them– to specialists and non-specialists in a clear and unambiguous manner.
- Lead group work.

Specific competences

- Integrate linguistic knowledge with the knowledge of other disciplines
- Implement new information and communication technology in the fields of education, linguistic correction, terminology and intercultural communication.
- Apply editing techniques
- Apply proofreading techniques in Spanish and/or Catalan

Subject contents

Evaluation