

COURSE/MODULE DESCRIPTION (SYLLABUS)

1.	Course/module Introduction to publishing
2.	University department Institute of History
3.	Course/module code
4.	Course/module type – mandatory (compulsory) or elective (optional) mandatory
5.	University subject (programme/major) Public history
6.	Degree: (<i>master, bachelor</i>) Master
7.	Year (if applicable)
8.	Semester (<i>autumn, spring</i>)
9.	Form of tuition and number of hours Lecture 15 h, class 15 h
10	Name, Surname, academic title Dr Ewa Jabłońska-Stefanowicz (Instytut Bibliotekoznawstwa i Informacji Naukowej)
11	Initial requirements (knowledge, skills, social competences) regarding the course/module and its completion
12	Objectives

	To provide details of basic issues of editing various texts (literary works, sources, press publications, practical texts). The class will set a base for the editorial specialization.	
13	Learning outcomes Knows and understands basic terms and principles of the protection of intellectual property and the necessity and rules of copyright management. Has theoretical knowledge about the issues of editorial process of various textual materials (literature, historical sources, press publications and other texts). Is acquainted with the professional routine of a contemporary publishing house and journal and webpage editorial staff. Has in-depth research skills that include analysis of the findings of other researchers, synthesis of various ideas and views, selection of methods and construction of research tools, elaboration and presentation of the results in a format accessible to general public. Is capable of communicating via various communication channels and techniques with both specialists in history and general public. Performs in-depth skills of preparing various written and media messages in English. Correctly identifies and solves the dilemmas related to the popularization of historical knowledge. Systematically monitors the public memory of the past and consciously joins the efforts to shape it with the use of divergent innovative forms of persuasion and in accordance with ethical principles.	Outcome symbols, e.g.: <i>K_W01*</i>, <i>K_U05</i>, <i>K_K03</i> K_W09 K_W13 K_W14 K_U02 K_U08 K_U09 K_K04 K_K06
14	Content General principles of publishing; journals and books – in the past and nowadays; elements of book and periodical identification (including biographical description); typology of publications, basic editorial standards – contemporary and historical; variety of editions and their diversification	

	based on the purposes of publishing and types of texts to be published; variety of editorial methods; elements of editorial practice of literary texts and historical sources editor; basic editorial tools, including editorial software; "classical" and "hybrid" editions; copyright basics.	
15	Recommended literature	
.	G. Clark, A. Phillips, Inside book publishing, 2014	
16	Ways of earning credits for the completion of a course /particular component, methods of assessing academic progress:	
.	lecture: exam	
	class: writing assignment	
17	Language of instruction	
.	English	
18	Student's workload	
.	Activity	Average number of hours for the activity
	Hours of instruction (as stipulated in study programme) :	15
	- lecture:	15
	- classes:	
	student's own work, e.g.:	15
	- preparation before class (lecture, etc.)	
	- reading set literature:	15
	- writing course report:	15
	- preparing for exam:	45
	Hours	120
	Number of ECTS	4

* Key to symbols:

K (before underscore) - learning outcomes for the programme

W - knowledge

U - skills

K (after underscore) - social competences

01, 02, 03 and subsequent - consecutive number of learning outcome