

These resources are organized according to the chapters in *Technical Editing*, 4th edition (Pearson Education 2006). Some general resources are at the bottom of the list.

Ch	Topic	Site and URL	Annotation
1	definitions of editing	<p>Bay Area Editors' Forum: What Do Editors Do? www.editorsforum.org/what_do.html</p> <p>Working with a Technical Editor www.techwriter.com/techwhirl/magazine/writing/technicaeditor.html</p>	<p>Descriptions of different types of editorial services. Also see an archive of articles on editing at the site.</p> <p>Distinguishes "rule-based editing" from "analysis-based editing." By Jean Hollis Weber</p>
5	marking digital copy	<p>Microsoft Word Legal User's Guide education.sociallaw.com/wordguide/</p> <p>Cascading Style Sheets www.w3.org/Style/CSS/learning</p> <p>XML Cover Pages xml.coverpages.org/xmlIntro.html</p>	<p>Tutorials on Microsoft Word, including styles, track changes, and headers and footers.</p> <p>Resources for learning CSS, including a brief tutorial, Chapter 2 of Lie and Bos, <i>Cascading Style Sheets</i>, and Dave Raggett's guide to using cascading style sheets.</p> <p>Reference guide for both XML and SGML.</p>
6	electronic editing	<p>The Technical Editors' Eyrrie www.jeanweber.com/jhweber.htm</p>	<p>Download <i>Electronic Editing</i>, by Jean Hollis Weber, for A\$10, US\$6</p>
8	copyediting	<p>Copyediting-L archives listserv.indiana.edu/archives/copyediting-l.html</p>	<p>Archives of the email discussion list, Copyediting-L, from 1997; searchable by subject.</p>
9	spelling, abbreviations	<p>Merriam-Webster Collegiate Dictionary www.m-w.com</p> <p>multicultural glossary www.io.com/~tam/multicultural/glossary.html</p> <p>acronymfinder www.acronymfinder.com</p> <p>Law.com Dictionary dictionary.law.com/</p>	<p>Dictionary and thesaurus.</p> <p>Guidelines for writing about different ethnic groups; a link from the Texas Association of Museums Web site</p> <p>Definitions of acronyms, abbreviations, and initialisms.</p> <p>Definitions of legal terms and links to other online resources in law.</p>
8	consistency, style guides	<p>Chicago Manual of Style FAQ www.press.uchicago.edu/Misc/Chicago/cmosfaq/ (select Q&A)</p> <p>GPO Style Manual www.gpoaccess.gov/stylemanual/index.html</p>	<p>Questions and answers from the University of Chicago Press editors.</p> <p>The complete style manual for the Government Printing Office is available in pdf format.</p>
10, 11	grammar	<p>Sentence Sense www.ccc.commnet.edu/sensen/index.html</p> <p>The American Heritage® Book of English Usage www.bartleby.com/64/</p>	<p>Online textbook from Capital Community College. Describes sentence patterns and major grammatical errors.</p> <p>Instruction on topics such as grammar, style, and gender; includes a search function.</p>

12	quantities and statistics	<p>The NIST Reference physics.nist.gov/cuu/Units/introduction.html</p> <p>Statistics Every Writer Should Know www.robertniles.com/stats/</p> <p>ISO 9000 2000 praxiom.com/</p>	<p>Definitions, explanation, and symbols for the International System of Units (SI)</p> <p>Basic concepts of statistics defined in plain English.</p> <p>Quality management principles and requirements of ISO 9000-2000.</p>
15 16	style	<p>Plain English Network www.plainlanguage.gov/</p>	<p>Guidelines for writing "user-friendly" documents plus before-after examples.</p>
20	global contexts	<p>Free Translation Service www.freetranslation.com/</p> <p>Babel Fish world.altavista.com/</p>	<p>Converts typed text from one language to another.</p> <p>Converts typed text from one language to another.</p>
21	editing websites	<p>Usable information technology www.useit.com/</p> <p>World Wide Web Consortium www.w3.org/</p> <p>Accessibility Initiative www.w3.org/WAI/</p> <p>InfoDesign www.informationdesign.org</p>	<p>Information about web usability plus books, conferences, and other resources. By Jakob Nielsen.</p> <p>Comprehensive orientation to WWW technologies.</p> <p>Guidelines for making web content accessible to people with disabilities. Includes links to evaluation tools.</p> <p>Portal to resources for information design of websites.</p>
22	legal and ethical issues	<p>Copyright Office, United States www.copyright.gov</p>	<p>Copyright basics, forms, legislation, and other information.</p>
23	type and production	<p>Desktop Publishing desktoppub.about.com/cs/halftones/a/halftones.htm</p>	<p>Introduction to halftones with examples.</p>

General resources for editors

web portal	<p>EServer TC Library tc.eserver.org</p>	<p>Comprehensive portal to online resources in professional, scientific and technical communication.</p>
research and fact finding	<p>The Library Spot www.libraryspot.com/</p>	<p>Resource for research on topics including grammar, calendars, countries, time, science, and many more.</p>
statistics	<p>Statistical Abstract of the United States www.census.gov/statab/www/</p>	<p>Data on technical, environmental, education, health, and population issues and more.</p>
technical writing	<p>Techwr-L site www.techwr-l.com/techwhirl/index.php3</p>	<p>Archives of the email discussion list, Techwr-L plus a directory of resources, job information, and more.</p>