

# **E-Course FAQ**

## **Freelance Editing 101**

### **with Jennifer Lawler**

#### **What is the e-course schedule?**

Here it is:

*Week 1.* Overview of editor functions—developmental, copyediting, proofreading, managing/assigning. Assignment: Personal inventory. What skills and experiences do you currently have that you can capitalize on as a freelance editor?

*Week 2.* Developing your copyediting and proofreading eye. Assignment: Create a style sheet for and copyedit a short article.

*Week 3.* Digging into developmental editing—doing the roll-up-your-sleeves work that helps a writer go from good to great. Assignment: Create a revision letter for a project that outlines your suggestions for how a writer should tackle a needed rewrite.

*Week 4.* Doing it all—working as an assigning/managing editor, including working with other freelancers, dealing with production staff, and more. Assignment: Create an assignment sheet for a freelancer working for “your” magazine, specifying the publication’s mission, scope of the work, type of article, pay terms, etc.

*Week 5.* Finding clients. Assignment: Create a letter of introduction and identify potential markets (including actual names and contact information of people to send the letter to!)

#### **How much does the e-course cost?**

My Freelance Editing 101 e-course costs \$250 for the Premium version with 5 weeks of e-mail support and feedback, and \$125 for the Basic version with no e-mail support (more on that below). You can pay via PayPal or check through the Renegade Writer website at <http://www.therenegadewriter.com>.

#### **How do I access the lessons? Do I need special software?**

The lessons are on password-protected web pages on the [therenegadewriter.com](http://www.therenegadewriter.com) site. Every Monday, I’ll e-mail you the web address, user name, and password to the next

lesson. Just click on the link to the lesson, fill in the user name and password (which are case sensitive) in the pop-up box, and you'll be taken to the next lesson.

If for some reason you can't access the online lessons, I can e-mail you the text version. It's not as pretty, but the information is the same.

### **Do I have to be in a certain place at a certain time?**

Since I'm allergic to having to be at a certain place at a certain time myself, I don't expect it of you. I send the lessons out every Monday morning (or late Sunday night). You can read them and do the assignments at your convenience. You don't even have to do one assignment per week if you can't or don't want to. For example, if your other obligations make it difficult for you to do the work one week, you can do two assignments the next week. Do keep in mind that once the session is over, I can't extend the deadline for feedback, so if you do miss an assignment, you'll want to make it up before the end of the class.

### **Where do I send my questions or assignments?**

You can send them to me at my e-mail account: [jennifer@jenniferlawler.com](mailto:jennifer@jenniferlawler.com).

### **What's your teaching style?**

This really depends on the student. Many people find the whole prospect of freelancing a little daunting, and for them I'm encouraging and supportive, listening to their fears and concerns, letting them know which are justified and which are overblown. Other people want "just the facts, ma'am" and don't need a lot of hand-holding. For them, I'm all about the resources and here's-how-to-get-it-done information. Still other students need some motivation, and for them, hey, I can run a boot camp.

When it comes to offering feedback on assignments, I'm thorough but not negative or unkind. People call me tough but fair. If I think something needs work, I'll let you know, but I won't be a jerk about it.

### **If I sign up for the Basic version of the course, does that mean I get no e-mail support at all?**

Right, the Basic course offers the same material as the Premium course, but not the feedback. However, if you're in the Basic course and you're having problems with a certain assignment or something I said makes no sense to you, then I want to hear from you. I want you to get your money's worth from the course.

### **What kinds of questions can I ask in the Premium version of the course?**

I prefer that students ask questions that relate to the coursework, but I can also answer questions about freelancing in general.

**I'm going on vacation for a week during the course. Is that okay?**

As long as you can complete the assignments by the end of the session, where you are during the class doesn't matter to me! As I mentioned above, you don't have to turn in one assignment per week, but I do need to have all of them from you by the end of class, if you want to have my feedback.

**I'll be away/busy/washing my hair when the course starts and would like to start a few days late. Can I do that?**

If you're confident that you can catch up on the lessons and assignments to your satisfaction, starting a little late is usually fine. You can do the assignments at your own pace. Again, though, you will need to wrap up by the scheduled end of the class.

If you want to sign up after the course session has started, I'll send you the lessons you missed as soon as we receive your payment, and then you'll get the rest of the lessons on schedule.

**Will there be any interaction with the other students in the course?**

No. While I have occasionally offered courses in the past where students could see and respond to one another's questions and assignments and also see my answers, this has been less successful than simply doing the class one-on-one. So, in the absence of a large group of people begging me to do it differently, I will continue offering my classes one-on-one: you send me your questions and assignments directly, and no one sees them but you and me.

**When will you answer my questions/critique my assignments?**

I answer course e-mails on Tuesdays and Thursdays. You can send me your questions and assignments any time you like, but keep in mind that if you send an e-mail on, say, Friday night or Monday morning, you may not receive a response until Tuesday.

**Do I have to turn in my assignments for critiquing?**

No. You can do the assignments on your own if you wish, but in that case, the Basic option is probably a better plan for you.

**I live in the U.K./South America/Australia/etc. Can I freelance for U.S. magazines and book publishers?**

Yes. But you will have to learn to spell "color" properly.

**At the end of the e-course, what will I have?**

At the end of my e-course, assuming you do all the assignments, you should have one letter of introduction ready to send to five potential clients that you have already vetted. You should also have an understanding of the various roles an editor can play in the publishing process, how to improve your editing skills, and how to research the clients you'd like to work with as a freelancer. Finally, you'll be able to identify and describe what capabilities and skills you bring to the table.

**Do you make a living doing freelance editing for books and magazines?**

The amount I earn from freelance editing varies every year. Some years, it has been as much as 80 – 90% of my income (with book royalties and the occasional magazine article making up the rest). Other years, it's less than half. Because of the way the freelance market works, I have developed various sources of income, so that if one dries up or slows down, I don't take a dramatic financial hit. So, I do some teaching, some editing, some magazine/online writing, some book authoring. I find this also helps prevent burnout.

**Do you offer a money-back guarantee?**

Yes. You have two weeks from the start date of the course to drop the course and get a full refund. After two weeks, refunds are on a case-by-case basis. This is rarely an issue.

**I have a question that's not answered here. What should I do?**

Please e-mail me your question at [jennifer@jenniferlawler.com](mailto:jennifer@jenniferlawler.com).