What is the difference between copyediting and proofreading?

Editors also carry out proofreading, usually after your manuscript has been edited and placed into a design template.

Proofreaders look for the same issues that copyeditors work on but provide a final check that all typographical errors and inconsistencies have been attended to. They also look at awkward line breaks, widows and orphans (a single line left either at the bottom of a page or the top of a new page).

Image: Pixabay

Sometimes these issues will require the proofreader to apply copyfitting — suggesting changes to words or phrases to make the text fit more comfortably on the page (with your approval).

Your editor may also provide proofreading but it is worth considering bringing in a new editor (a fresh set of eyes) to pick up errors or inconsistencies that the manuscript editor might not — they also can become too close to the work.

However, if a manuscript relies on specific knowledge or terminology that another editor might not be familiar with, it can be beneficial to employ the same editor.

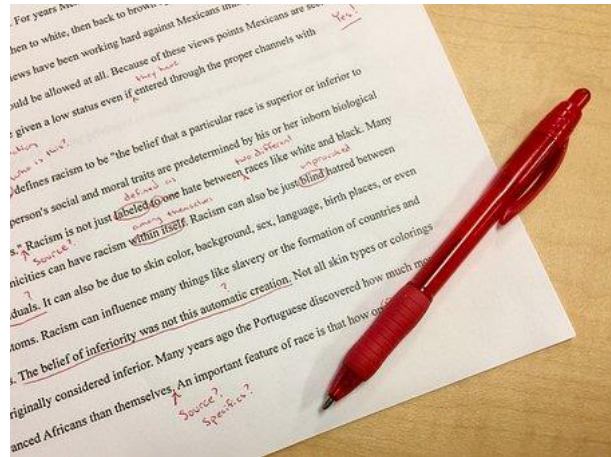 The manuscript editor may also be better able to conduct copyfitting.

— From IPEd, the Institute of Professional Editing