



2024 TRAINING CALENDAR

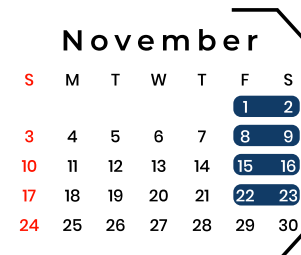
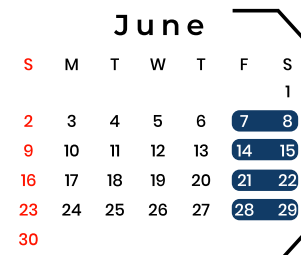
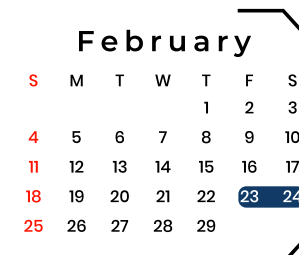
Introduction

The mission of the Society of Book and Magazine Editors of Nigeria (SBMEN) is to train editors to become experts who will define editorial excellence and professionalism in the future. Therefore, our training courses are designed to teach the fundamental aspects of editorial concepts and skill to enable editors to produce quality editorial work and standards in any publishing medium.

The training calendar has been organised into three critical parts for editorial education: (1) Editorial skills (2) Writing and critiquing (3) Business management. They will be delivered through a blend of lectures, exercises and case studies online. The duration of SBMEN Courses is in two parts: **Four-weekend (4) Extended Courses and Two-day (2) Short Courses**. Extended workshops will begin from June 2024, except the Project Management Workshop in February.

EXTENDED 4-WEEKEND COURSES

| MONTH | DATE | COURSE | THEME | COST | |
|-----------|----------------------------|--------------------------------|--|----------|---------------------|
| February | 23–24 | Business Management | Editorial Practice and Project Management | N50,000 | Certificated course |
| June | 7–8; 14–15 21–22; 28–29 | Magazine and Digital Course | Writing and Editing for Print and Online Platforms | N150,000 | Certificated course |
| September | 6–7; 13–14 20–21; 27–28 | Fiction and Non-Fiction Course | Fundamentals of Fiction and Non-Fiction Editing | N150,000 | Certificated course |
| November | 1–2; 8–9; 15–16; 22–23 | Writing Workshop | Creative Writing and Criticism Workshop | N150,000 | Certificated course |



SHORT TWO-DAY COURSES

| MONTH | DATE | COURSE | THEME | COST | |
|----------|-------|--------------------------------|---|---------|--------|
| March | 22–23 | Elementary Copyediting | Introduction to Copyediting: Easy Steps to Improve the Quality of a manuscript. | N50,000 | Online |
| April | 26–27 | Elementary Proofreading | Introduction to Proofreading: Developing an Eye for Details. | N50,000 | Online |
| July | 26–27 | Business Writing Skills | Learn Advanced Business Writing Skills to Write Persuasively. | N50,000 | Online |
| December | 13–14 | A Guide to Style and Citations | Understanding the Framework for Style and Citation Standards. | N50,000 | Online |

March

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| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
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| 31 | | | | | | |

April

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July

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December

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| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

WHAT TECHNICAL SKILLS DO I NEED TO BE A SKILLED EDITOR?

How Our Training Works to Increase An Editor's Competence

Our training curriculum for editors is organised into fundamental aspects of editorial concepts and technical skills that provide a holistic education for editors and increase their competence. Through these subject components, SBMEN can ensure that editors master important skill sets to become professional. They are: (1) Editorial management skills (2) Writing and critiquing skills (3) Business management skills, and will deliver the following learning outcomes:

| SUBJECT COMPONENTS | LEARNING OUTCOMES |
|-------------------------------|--|
| Editorial Management Skills | <ul style="list-style-type: none"> » Learn publishing and editorial concepts. » Learn publishing and editorial best practices. » Learn techniques in editing. » Learn grammar and punctuation. » Learn standards in style conventions. » Learn editorial project management. |
| Writing and Critiquing Skills | <ul style="list-style-type: none"> » Learn components of writing and genres. » Learn elements of a story. » Learn techniques of literary criticism. » Examine and study literary theory. |
| Business Management Skills | <ul style="list-style-type: none"> » Learn business basic concepts. » Learn business writing. » Learn administrative, legal and ethical processes. » Learn client relations and people management. » Learn business communications. |