

Katharine Freeman
Internship Summary

NewSouth Books is a small, Montgomery, AL based publishing house that specializes in Southern literature. I was an editorial and public relations intern. My first assignment was headlining the production of the fiction novel. After personally editing each chapter, I handed over my corrected draft to the editor-in-chief, Randall Williams. He would validate or invalidate my edits and then make his own corrections. I would then format the text into a novel layout. We would send the updated text file to the author, who would respond with further changes and confirm our edits. I was in charge of all correspondence with the author. Once we had finished the first edit, I printed out the document and bound it in a temporary cover to read through again to make any more corrections. When the novel was ready for print production, the author added my contribution to the novel in his acknowledgments.

My second project was editing and designing the format for a cookbook. I personally formatted all the recipes into a standardized design. I was given the unique opportunity to work with the author in writing the introductory text. I outlined and organized her ideas and helped represent her as a chef, Southerner and mother. Usually this is unheard of, and I was especially privileged to be a part of the process.

My last project was working with my co-intern to expand the emailing database for NewSouth. My role was to research contact information for libraries and school boards nationwide so that NewSouth could contact acquisition directors when new books were published. Specifically, NewSouth wanted to promote their new edition of *Tom Sawyer and Huckleberry Finn*, which was published with school age readers in mind.

I also wrote a few press releases to send to bookstores when NewSouth printed another book, personally published several blog posts on the NewSouth website about authors and books, met with the staff to discuss future publications, took phone calls, and received instruction from the staff about publishing technologies and processes.