

Język Angielski Biznesowy

Business English

Magazine

Publishing



Dear Readers,

Publishing used to be the preserve of a few eccentric tycoons, but these days with online news sites, blogging and self-publishing, everyone is getting in on the act. However, like most professions, it comes packed with pages of specific vocabulary that are needed to navigate your way around the industry. Luckily, *Business English Magazine* is on hand with a glossary of essential terms.

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AA (author's alteration) /,eɪ'eɪ 'ɒθə(r) z ɔ:ltə'reɪfŋ/	zmiana autorska/ wprowadzona przez autora	an abbreviation that indicates the author has made changes to a text
A/W (artwork) /əɪ 'dʌblju: 'ɑ:twɜ:k/	szata graficzna	images, photos or graphics prepared to be included in a publication; any non-textual material in general
accordion fold /ə'kɔ:diən fəʊld/	falcowanie harmonijkowe	bending paper so that it covers itself six times in a zigzag formation, used in brochures and advertising material
acknowledgement /ək'nɒlɪdʒmənt/	podziękowania (przed tekstem, po tekście)	the part of a book where the author recognises the support and help of others
addendum /ə'dendəm/	dodatek, aneks	extra written material added at the end of a document
advance /əd'vɑ:ns/	zaliczka	money paid to a writer in advance of sales – this sum is deducted from royalty payments
advance copy /əd'vɑ:nst 'kɒpi/	egzemplarz sygnałny	a copy of a book distributed by a publisher before general release, sent in order to gain reviews and publicity
agent /'eɪdʒənt/	agent reprezentujący (autora)	a person who tries to get a publishing contract for an author in exchange for a fee or percentage of earnings
alias /'eɪliəs/	pseudonim	the use of another name to write under – e.g. Eric Blair used the alias George Orwell
all caps /ɔ:l kæps/	kapitałiki, tekst pisany w całości wielką literą	writing everything in capital letters