# English Editing Job Billable Word Count Explanation

## Total word count and billable word count

On the quotation, you will see two word counts: the total word count and the billable word count. The fee is based on the billable word count, which is generally less than the total word count. You only pay for the words that Uni-edit will consider for editing.

## Why use the billable eword count?

Using the billable word count (total number of English words that Uni-edit will consider for editing) in the document, allows Uni-edit to provide you with an exact quotation of the editing fee before we commence any editing work. This means you know how much the editing job will cost upfront.

## What is included in the billable word count?

All text that will be read and edited is included in the billable word count. This includes the main text, titles, figure captions, table headings and contents, footnotes and endnotes, and figure captions and figure labels.

If text is a part of graphics or figures, for example in jpeg or bmp files, the software cannot count it, so we estimate the number of words contained.

## What is excluded from the billable word count?

You can specify for us not to edit certain parts of your document. Those parts will not be included in the billable word count. For example, you may request us to not edit the References section and then we will deduct the word count of the Reference Section from the billable word cout.

Generally, unless you specify otherwise, Uni-edit will exclude author details, the Reference Section and large tables of data from the billable word count. These will reduce the editing fee significantly, so that the fee is fair for the customer.

## Calculation

Uni-edit will determine the total word count and billable word count when preparing the quotation. If you feel there is an error either word count, please notify us and we will recheck it carefully.

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