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Editorial Goals

- To present both authors and their work in the best possible light, maximizing credibility with professional document preparation and presentation.
- To eliminate unnecessary stress throughout graduate programs and ongoing projects by providing a supportive partnership allowing authors to concentrate on content-related issues and developing expertise in their chosen disciplines.
- To save valuable time and finances as graduate programs and individual projects are completed sooner with far fewer revisions.
- To create a more effective and productive student-advisor relationship with the submittal of clean, edited drafts, allowing advisors to offer content guidance far more expediently as they are relieved of “weeding through” copyediting issues and writing-style requirements. The same higher level relationship of respect is achieved between author and publisher with later journal or book editing.
- To improve program completion rates by eliminating the frustration and discouragement often associated with attempting all aspects alone. Authors of research papers, journal articles, and books are also assured of project completion as they reap the same benefits of the editorial partnership.
- To facilitate learning as all noncontent editing is reviewed and approved by authors prior to input and final document preparation.

A Streamlined Process

- Disk and print (or e-mail attachment) of the document for edit are sent, along with a heading outline indicating the content organization if a table of contents, including all headings, has not already been placed in the document.
- A red-ink editorial markup is created for author review and any desired adjustments to the proposed edits. Editorial queries are also answered directly on the same hard-copy markup.
- The markup is returned to the editor and a high-quality, ready-to-submit print is subsequently delivered with a disk in the preferred hardware and software.
- A choice of two on-line processes are also available for overseas clients and unusual limitations, circumstances, or time lines.

Focus of the Edit

- Ensured adherence to the required writing style (APA, Turabian, Chicago, MLA, or other major writing style).
- Ensured adherence to any existing supplemental guidelines documented by the school, or manuscript requirements from the publisher.
- Clean punctuation and grammar.
- Smooth, clear, and succinct sentence structure.
- Professional and scholarly nontechnical terminology for academic and research writing. Interesting and more stylistic terminology edits with book manuscripts, when appropriate to the type of content, topic, or field.

Content is the responsibility of the author and, with submittal of drafts edited for the above detail, the student will be able to glean valuable content guidance from their advisor in a far more effective manner, and other authors will find their work far more readily accepted in the publishing realm.

Cost-Effective Support

- Both stages of the editorial process, through to final submittal print, are offered at the minimum rate charged for professional editing in the interest of supporting graduate students, researchers, and independent authors. An advance estimate is provided upon receipt of an estimated page count. All invoicing is strictly between the editor and individual student/author.

A Career Resource

- This editorial partnership continues to work for you throughout your career. The same streamlined process is implemented with all types of literary work from the graduate program through future grant proposals, journal articles, scientific papers or research reports, and/or book writing. Institutional and corporate technical editing is also offered with policy and procedure manuals, all forms of marketing collateral, and internal and external user guides.

About the Editor

- With over 30 years corporate background, supporting the top-echelon executives in some of the largest corporations in our country, Jill brings unique benefits to her clients. This broad experience not only allows her to conduct unusually effective editorial support, but within all disciplines. Although text *content* is not involved in the edit, her expertise and extensive background within various industries only serve to further benefit the companies she supports.
- In addition to the over 400 graduate students who have successfully submitted dissertations/theses the first time through graduate offices across the country with her support, Jill has also served as a freelance editor for Sage Publications, editing entire journals for this major publisher. She also supports a large group of researchers within the famous Karolinska Institute in Sweden to assist them in gaining greater publication success in this country and wider recognition of their important work, as well as researchers in Australia, Korea, and many other areas across the globe.
- Jill also supports book authors, editing both original manuscripts and transforming doctoral dissertations into book copy adhering to required publisher guidelines. This expertise extends into corporate and institutional support with manuals, white papers, and other internal and external bulk-text documents. Jill is an ongoing editorial resource for companies throughout California's Silicon Valley and across the United States.
- This editor offers a strong added expertise in polishing documents created by writers for whom English is a second language. Jill has also supported many authors challenged with dyslexia, ADD, ADHD, and other unique learning "hurdles" through their doctoral programs and on to book publication and careers in high-level academic and corporate positions.

Testimonials available for your review at www.jeastwood.com