

FREELANCERS 2020-2021

Editors, Formatters, Transcriptionists

<p>Carol Abrahamson 498 Quinlan Ave. DeKalb, IL 60115 (815) 756-8626 E-mail: carol@carolabrahamson.com (preferred mode of contact)</p>	<p>Edit and/or format text, charts, tables, figures, references to various guides (APA, Chicago, etc.) and NIU Graduate School Guidelines. Make PDFs. HP and Mac computers running Windows and OS X respectively, Microsoft Office (Word, Excel, PowerPoint), FileMaker Pro, Adobe Acrobat Pro, Adobe InDesign, Adobe Photoshop Elements. Hundreds of text and graphic fonts/symbols. Can print and/or create notebooks for a committee. Can teach/coach students to format their own documents. Former high school English teacher, university lecturer, and author of 37 books. References available. Have edited/formatted over 180 NIU theses and dissertations for students from 30 NIU departments since 2008.</p>
<p>Le'Passion Darby P.O. Box 2382 Champaign, IL 61825 E-mail: lepassiontdarby@gmail.com</p>	<p>Expertise in APA style, Chicago Manual of Style, and NIU Graduate School formatting guidelines with more than 25 years of proofreading and copyediting experience. Exceptional spelling, grammar, and sentence restructuring skills, specializing in international student writing, adult and higher education, global studies, and instructional design and technology. Microsoft Word, Excel, and PowerPoint, PDF conversion, charts, graphs, tables, and figures. I also offer a wide range of editorial and formatting services for academics and scholarship, including proposals, literature reviews, capstones, and CVs. Please email me for a complete list. Curriculum vitae available upon request.</p>
<p>Amy Hvizdos 423 Westglen Drive Naperville, IL 60565 (847) 636-0770 E-mail: amy.hvizdos@gmail.com https://amyhvizdos.wixsite.com/editing</p>	<p>Experience editing and formatting dissertations, journal articles, grant proposals, slide decks/PowerPoint presentations, book manuscripts, and resumes and CVs since 2010. Has worked in multiple disciplines, including science (e.g., health and biological sciences, medical research, chemistry), psychology, sports research, humanities and diversity studies, business writing, and resume writing. Proficient with APA, CMOS, AMA, ACS, and NIU Graduate School Guidelines. HP with Windows 10, Microsoft Office 2016 (Word, Excel, PowerPoint), Adobe Creative Suite 3 (InDesign, Photoshop, Bridge), Lightroom 4.4, and HP Photosmart printer/scanner.</p>
<p>Diane Johns 226 Windsor Drive DeKalb, IL 60115 (815) 758-6259 E-mail: ladybugdgi@aol.com www.wordsmitheditorialservices.net</p>	<p>Microsoft Word 2010, Windows 10, Adobe Acrobat Pro. Ph.D. in English from the University of Oregon. More than 20 years experience editing theses and dissertations for NIU's Graduate School and other universities, journal articles, and book manuscripts. APA, MLA. Formatting and editing services available.</p>

<p>Anna Kendall 3033 N. Sheridan Rd. #706 Chicago, IL 60657 E-mail: annakendall4@gmail.com www.collegepaperbuddy.com</p>	<p>Academic editor with several years of experience editing dissertations, journal articles, and book manuscripts for clients in the U.S. and Europe. M.A. in Writing Pedagogy, Certificate in Editing from the University of Chicago. Author of <i>College PaperBuddy</i> (2012). APA style, multiple disciplines. Mac, Office (Word, Excel, PowerPoint), Adobe.</p>
<p>Susan Richter 318 Sycamore Road DeKalb, IL 60115 (815) 758-7182 (815) 751-5688 (Cell) E-mail: Susanrichter76@gmail.com</p>	<p>Transcription, editing, formatting. Twenty years experience with NIU graduate students, all disciplines. Also specializing in engineering theses.</p>
<p>Donna Smith 2330 Herman Rd. Ashton, IL 61006 (815) 762-0220 E-mail: deemms929@gmail.com</p>	<p>Dell Studio 540 desktop, Microsoft Office 2010: Word, Excel, Windows 7. HP Laserjet 1200 series, HP Office Jet All-in-One. All characters/symbols available with Windows 7 and Office 2010. Editing and formatting services available.</p>
TRANSCRIPTION SERVICES	
<p>Cheryl Peterson 16616 Nelson Road Woodstock, IL 60098 (815)353-0302 E-mail: Digitydawg22@gmail.com</p>	<p>Interview transcription services, verbatim or cleaned-up (taking out the extra “um’s”). MP3, Google shared drive. MS 2010, Microsoft 365. Over 20 years experience in transcription, editing, and ghostwriting; published author of non-fiction and fiction books. Working with clients throughout the country. Payment: cashier’s check, certified check, or retainer.</p>
<p>Susan Richter</p>	<p>See full listing above</p>