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| **Editorial Feedback** **$40/hour** *6 pages/hour* | **Editing & Proofreading $30/hour***3 pages/hour* | **Proofreading** **$20/hour***9 pages/hour* |
| The client receives a separate document containing the editor’s notes on each chapter or major section. The client then engages in rewriting, deciding which suggestions to implement. Writing Consultations ($60/hour) are available if the client desires real-time assistance developing his or her text. This service, in combination with Editing & Proofreading, is recommended for clients with long projects, such as books, theses, dissertations, and journal articles.  | The editor uses Microsoft Word’s Track Changes feature or Google Docs to polish the client’s writing style and proofread for spelling, grammar, and punctuation. This service does not include feedback on big-picture concerns, such as fact-checking or developing and reorganizing ideas. For assistance with these, the client is encouraged to receive Editorial Feedback.  | The editor uses Microsoft Word’s Track Changes feature or Google Docs to proofread the client’s grammar, spelling, and punctuation. This most basic service is recommended if the client prefers to receive Editorial Feedback while polishing his or her own writing style, or if the client determines that only basic proofreading is desired. |
| **Editorial Feedback** includes *detailed notes*: | **Editing & Proofreading** includes *edits*:  | **Proofreading** includes *edits*: |
| **Big-picture concerns*** + Audience
	+ Purpose
	+ Context
	+ Clarity
	+ Organization
	+ Areas for development
	+ Facts for the client to check

**Writing style (observations)*** + Tone
	+ Stereotypical

language * + Statements that need qualification (e.g., removing

“always/never” language to make written claims more realistic)* + Transitions
	+ Passive vs. active voice
	+ Verb use
	+ Sentence length and structure
	+ Word choice (e.g., whether precise synonyms are recommended)
	+ Concision
 | **Writing style (suggested edits)*** + Tone
	+ Stereotypical

language * + Statements that need qualification (e.g., removing

“always/never” language to make written claims more realistic)* + Transitions
	+ Passive vs. active voice
	+ Verb use
	+ Sentence length and structure
	+ Word choice (e.g., precise synonyms will be

suggested)* + Concision

**Proofreading*** + Spelling
	+ Grammar
	+ Punctuation
 | **Proofreading*** + Spelling
	+ Grammar
	+ Punctuation
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