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PROFILE

I offer 30+ years of editing and writing experience in the fields of non-fiction, technical writing, medical writing, academic writing, journalism, and fiction. I have also taught writing courses at the university level.

EXPERIENCE

JOURNALISM

1. **Editor/Associate Editor of *The Southern Cross* newspaper**
Since September 1998, served as editor/associate editor of the Catholic newspaper of San Diego. Responsible for writing local and world news copy, editing news copy. Directed three staff members. Won numerous major press awards, both local and national, Catholic and secular.
2. **Freelance Journalist**
Freelance journalist, for national newspapers and magazines.

TEACHING

1. **University of California, San Diego, Extension**
Faculty, teaching Writing courses and workshops.
2. **University of Phoenix**
Adjunct faculty, teaching Writing/Language Arts, Pop Culture, Film History, Literature, Composition, and Critical Thinking courses.

EDITING – ACADEMIC BOOKS (SAMPLING OF PROJECTS)

As editor or copy editor for these books, I provided editorial comment to the authors, made editorial changes to text, and ensured consistency throughout the text with regard to punctuation, spelling, footnotes, and references. I also provided Style Sheets, reflecting CMOS or Oxford guidelines and any in-house guidelines.

1. **Oxford University Press**
Christ among the Messiahs: Christ Language in Paul and Messiah Language in Ancient Judaism, by Matthew V. Novenson. Published by Oxford University Press.
2. **SUNY Press**
Between Religion and Culture: Three Generations of Iranian Jewish Women from the Shahs to Los Angeles, by Dr. Saba Soomekh. Published by SUNY Press.
3. **Carolina Academic Press**
Genocide in the Middle East: The Ottoman Empire, Iraq, and Sudan, by Dr. Hannibal Travis. Published by Carolina Academic Press.
4. **Loyola Marymount University**
Hellenisms: Culture, Identity and Ethnicity from Antiquity to Modern Times, by Dr. Katerina Zacharia. Published by Ashgate Variorum. (Created Index for this book, as well.)

5. **Pearson/Longman & Co.**

Comparative Politics, David Samuels. Published by Pearson/Longman & Co.

6. **Uppsala University Press**

Assyrian History, edited by Tomas Isik. Published by Acta Universitatis Upsaliensis/Uppsala University Press.

7. **PhD Dissertations and Master's Theses**

As editor, edited and proofed numerous PhD dissertations and Master's theses for students around the world.

***For a full list of the manuscripts I have edited, visit my website:
www.annaubrey.com.***

TEXTBOOK/ASSESSMENT WRITING (SAMPLING OF PROJECTS)

1. ***Catholic Faith Handbook* – St. Mary's Press**

Edited author text, and provided writing expertise in the creation of unit assessments, teaching method articles, and PowerPoint teaching aids.

2. ***Construction Materials, Methods, and Techniques college textbook***

Provided text editing for 900–page textbook on construction materials and methods.

3. ***Global Strategy and Global Business college textbooks***

Provided text editing for two textbooks on global business and strategies by expert Mike W. Peng. Involved coordination of text and all figures and tables.

TECHNICAL WRITING – COMPUTERS, 20 YEARS (CLIENT LIST AVAILABLE)

1. **Sony Corporation USA**

As a consultant, provided technical writing expertise in the Sony Style customer service group, writing customer care documents that were then uploaded to an online knowledge base. In two months, wrote more than 160 documents, finishing the contract three weeks early and completing twice the requested number of documents.

2. **Intuit Corporation**

As a consultant, provided technical writing expertise in the Data Security business unit, working on the PCI Merchant program for security compliance for credit card financial information. Wrote and edited training presentations on the various program units, and wrote documentation on the various components of the PCI Merchant program.

3. ***Adobe Acrobat v2.1: Acrobat By Example***

Co-authored book for publication on using the full line of Adobe Acrobat electronic publication products on Macintosh and PC. Publisher: MIS Press.

4. ***Fractal Design Dabbler 2***

Co-authored book for publication on using Dabbler 2 on Macintosh and PC. Publisher Charles River Media.

WORK HISTORY

MARCH 1988 – PRESENT

FREELANCE WRITER/EDITOR

Technical, Non-Fiction, Academic, Business, Fiction

SEPT. 1998 – MAY 2008

JOURNALIST, EDITOR/ASSOC. EDITOR

The Southern Cross Catholic Newspaper

EDUCATION

MFA, Creative Writing (Fiction)

MA, English Literature

University of Oregon, Eugene

BA, English (minor in Physical Sciences)

University of California, Santa Barbara

SKILLS

Science and technology do not scare me. I have yet to encounter a technical subject I couldn't understand. Exquisite grammar, punctuation, and composition skills. Fluent in both US and UK English grammar and punctuation. CMOS, Oxford Style, APA, and MLA. Desktop publishing skills, including Microsoft Office, Adobe Creative Suite, Dreamweaver, RapidWeaver, HTML, Apple iWorks, Microsoft Publisher, Adobe InDesign.