

Alia Neaton

Freelance Editor

Phone: (312) 806 4800 | Email: aliatawil@hotmail.com | Website: www.the-efa.org
Address: 3753 North Marshfield Ave Apt 1 Chicago, IL 60613

SUMMARY

Performs flexible role as a copyeditor, proofreader, substantive/conceptual editor, and writer for authors and companies in a project-based capacity.

FIELD EXPERTISE

Higher Education

- ✦ Copyedits online course materials for quality, consistency, conformity to standards, and effective use of language.
- ✦ Proofreads professor-submitted materials and checks course settings for consistency and adherence to standards.
- ✦ Test functionality of courses through checking multimedia pieces, course links, and 3rd party tool integration.
- ✦ Assembles course components into a cohesive design within a Learning Management System for an optimized student experience.

Literature

- ✦ Copyedits and proofreads novels for grammar, punctuation, spelling, flow, clarity, and cohesion.
- ✦ Genres have included fiction, memoir, poetry, romance, thriller, how-to, and history.
- ✦ Adheres to Chicago Manual of Style

Styles

- ✦ American Psychological Association (APA)
- ✦ Chicago Manual of Style

RECENT CONTRACTUAL PROJECTS

Quality Assurance and Instructional Design
Everspring Partners, Inc.

Apr. 2017 to Dec. 2017
Chicago, IL

Literary Editor
Dorrance Publishing

2013 to 2015
Chicago, IL

EDUCATION

MASTER OF ARTS IN WRITING AND PUBLISHING
DEPAUL UNIVERSITY

2011-2013
CHICAGO, IL

BACHELORS OF ARTS IN JOURNALISM AND MUSICAL THEATER
INDIANA UNIVERSITY

2000-2004
BLOOMINGTON, IN