



RÉSUMÉ

Skills

- Copyediting: Word files, web content, other formats
- Scientific and technical editing: Word files, web content, other formats
- Project management for journals: production stages from editing to typesetting
- Project management for large or small projects; assembling and coordinating a team of editors, proofreaders, and fact checkers
- Proofreading: electronic files (PDF)
- Fact checking: factual, biographical, and geographical information
- Style guides: CMS, AP, APA, AMA, ASA, CSE, MLA

Editorial Work

General fields: the social sciences and STEM (science, technology, engineering, mathematics).

Specialty fields: brain science, computer science, economics, energy, education, fire science, foreign relations, healthcare, international relief, linguistics, political science, social work, and technology.

Professional Affiliations

Member and Chapter Leader, Editorial
Freelancers Association (EFA)

Member, American Copy Editors Society (ACES)



Education

Cornell University, Pace University
Bachelor of Science, summa cum laude

Professional Development

Communication Central Conference, attendee

Recent courses taken: Referral webinar, Word Macros course, Inclusive Language webinar, Contracts webinar, Editors and e-Books course



Testimonials

- “I have been very pleased with Teresa's copyediting on two journals on which I work. She is very conscientious and meticulous. She raises relevant queries and suggestions and keeps a style sheet, which she regularly updates. Her language skills are excellent. Teresa also has a very pleasant personality and is easy to work with.” —Jonathan Geffner, Production Editor, Cambridge University Press
- “Congratulations for your work on this ... project. Rave reviews to you from Microsoft ... thanks again!” —Curtis Philips, Publishing.com, Pacifica, CA
- “Thank you very much for this fantastic edited version of my article for SAPD and for the helpful information that I will use as I respond to these queries ... thank you again for such wonderful editing.” —Deondra Rose, author, *Studies in American Political Development*
- “You did a great job. I was particularly appreciative of your questions to me during the process. A key one was whether I wanted to de-personalize the text or leave it casual. I chose the latter and it is clear now that was the best choice. Perhaps another copyeditor would have just gone ahead and changed it without even asking.” —James M. Smith, author: *Principles of Design Applied to Excel Charts*
- “We're impressed by your very meticulous work which will make our manuscript so much better.” —Roger Gilabert Guerrero, author, *Annual Review of Applied Linguistics*
- “We are so grateful for your help—especially all of those rush jobs ! If we ever need a fact checker/finder again, you are the first person I'd call!” —Leah Zennario, IBM
- “Thank you very much for your hard work, Teresa. It's been a pleasure working with you.” —Madeline Friedman, Institute of International Education
- “Thanks for your work—it was a big help in a very busy time for me.” —David Fogarty, McGraw-Hill Professional Books, New York City
- “I'm glad you're able to take this job on; you did a really wonderful job for us last year.” —William Fogarty, The College Board, New York City
- “I got the [edited] files and ... it looks great. I know it was a big project! I'll let you know as soon as I have something else for you.” —Tony Quinn, PennWell Books, Tulsa, OK



Representative List of Titles

JOURNALS

Annual Review of Applied Linguistics

Families in Society

Journal of Baccalaureate Social Work

Studies in American Political Development

Behavioral and Brain Sciences

International Journal of Cultural Property

WEB CONTENT: [IBM 100 Icons of Progress](#) (fact checking; IBM, 2011)

BOOKS AND OTHER PUBLICATIONS

STEM (Science, Technology, Engineering, Mathematics)

Microelectronic Circuits, 8th ed. (Sedra et al.; Oxford University Press, in progress)

Review manuals for engineering exams (Edumind, in progress)

Inside OUT: Windows 10, 2nd ed. (Microsoft Press, December 2016)

Society of Motion Picture and Television Engineers Centennial book (2016)

Brochures and slides on electronic healthcare records for Krames StayWell (2015)

Fuel/Engine Interactions (Kalghatgi; SAE International, 2013)

Plastics Application Technology for Safe and Lightweight Automobiles (Marur; SAE International, 2013)

Reports for the Electric Power Research Institute, for example: *Augmented Containment Inspection and Monitoring Report* (EPRI, 2013)

Smart Metering Handbook (Toledo; PennWell, 2013)

Laser Diagnostics and Optical Measurement (Zhao; SAE International, 2012)

Measuring Up: The Business Case for GIS (Thomas et al.; Esri Press, 2012)

Onboard Diagnostics and Measurement (Palocz-Andresen; SAE International, 2012)

Hydraulic Modeling and GIS (Armstrong; Esri Press, 2011)

Computer Science

Software Documentation for Research Facilities (New York University, 2018)

Inside OUT: Windows 10, 2nd ed. (Microsoft Press, December 2016)

CUDA for Engineers (Storti; Pearson Technology Group, 2016)

Flex & Bison (O'Reilly series, 2009)

Windows® Administration Resource Kit: Productivity Solutions for IT (Holmes; Microsoft Press, 2008)



Fire Engineering

Fire Officer's Handbook of Tactics, 4th & 5th Editions (Norman; PennWell, 2012, 2018)

Knowing Your Buildings: A Firefighter's Reference Guide, 2nd Ed. (Schwinge; PennWell, 2017)

Preventing Firefighter Disorientation (Mora; PennWell, 2015)

Study Guide for Fire Officer's Handbook of Tactics, 4th ed. (Norman; PennWell, 2013)

Structural Building Collapse Operations (O'Connell; PennWell, 2011)

Fire Engineering's Handbook for Firefighter I and II (Corbett; Pennwell 2009)

Professional Books and Materials

Documentation for research facilities (New York University, 2018)

Measuring the Economic Value of Research: The Case of Food Safety (Lane; Cambridge University Press, 2017)

Project Management for Mining (Hicks & Owen; Society for Mining, Metallurgy & Exploration, 2015)

Managing Human Resources in the Oil and Gas Industry (Inkpen, PennWell, 2015)

Successful Smart Grid Implementation (Ketchledge; PennWell, 2015)

Natural Gas Liquids (Leffler; PennWell, 2014)

Meaningful Graphs: Principles of Design Applied to Excel Charts (James Smith, independent author; 2013)

Illustrated Dictionary of Architecture, 3rd ed. (Burden; McGraw-Hill, 2012)

Project Management in Construction, 6th ed. (Levy; McGraw-Hill, 2012)

Encyclopedia of U.S. National Security (Sage)

Political and Social Sciences (Including Government and NGO Reports)

Globalizing University Research (Institute of International Education [IIE], 2017)

Global Perspectives on Strategic International Partnerships (IIE, 2016)

Asia: The Next Higher Education Superpower? (IIE, 2015)

Women in the Global Economy: Leading Social Change (IIE, 2013)

Latin America's New Knowledge Economy: Higher Education, Government, and International Collaboration (IIE, 2013)

New York State Statistical Yearbook (annual)

Cities in a World Economy, 3rd ed. (Sassen; Sage)

The Culture of Morality (Turiel; Cambridge University Press)



International Relief

Nigeria Rural Resilience Study (Catholic Relief Services [CRS], 2017)
IRRAS Scale-Up Costing Study (CRS, 2017)
Rapid Economic Feasibility Study: Cardamom, Cinnamon [etc.] (CRS, 2015)
Revitalizing Vanilla in Madagascar (CRS, 2014)
Sudan Capacity-Building Workshop Materials (CRS, 2014)
Integrated IMPACT Program Midterm Evaluation Report (CRS–USAID, 2013)
Report on the Development and Testing of a Take-Home Monitoring Tool for People Living With HIV in Cameroon (CRS, 2013)
IMPACT Program Midterm Evaluation Summary Report (CRS and USAID, 2013)
EPRT (Emergency Preparedness and Response Training) Modules (CRS, 2012)
UN PAAT Technical and Scientific Series 9 and 10

Education and Curricula

Comprehensive Self-Study in Preparation for Reaffirmation of Accreditation (American College of Education)
Tenure statements and Fulbright Grant narrative application for individual clients
Globalizing University Research (Institute of International Education [IIE], 2017)
Preparing to Study in the USA (IIE, 2016)
VMath Curricula and the Passport Reading Program (Voyager Expanded Learning)
Dive in! Immersion in Science Practices for High School Students (NSTA, 2016)
Helping Students Make Sense of the World Using Next Generation Science and Engineering Practices (NSTA, 2016)
More Everyday Engineering (NSTA, 2016)
Upgrade Your Curriculum (Hale & Fisher; ASCD, 2013)
Open Doors Reports on International Educational Exchange (IIE, annual)

Economics and Finance

Managing Human Resources in the Oil and Gas Industry (Inkpen, PennWell, 2016)
The End of Banking: Money, Credit, and the Digital Revolution (Zero/One Econ, 2014)
National Standards for Personal Finance (Council for Economic Education, 2013)
Managerial Economics (ancillaries; Allen, 2009)
Core Economics (G. Stone)
Economics (P. Krugman & R. Wells)

Teresa Nolan Barenfeld

tbarenfeld@prof-edit.com <https://www.prof-edit.com> 518-755-3273



Recent Client List

Alliance for Strong Families and Communities	Institute of International Education
ASCD	Krames StayWell
Bill & Melinda Gates Foundation	McGraw-Hill
Cambridge University Press	Microsoft Press
Catholic Relief Services	New York University
The College Board	National Science Teachers Association
Council on Social Work Education	Oxford University Press
Edumind	Pearson Technology
Electric Power Research Institute	PennWell
Facts On File & Chelsea House	Rockefeller Institute of Government
IBM	SAE International
Individual authors and researchers	Society of Motion Picture and Television Engineers (SMPTE)

Short Biography

I have a BS in mathematics and computer science, summa cum laude. When I began editing and proofreading in 1991, I specialized in my college-major fields, then expanded into various subjects, including STEM (science, technology, engineering, mathematics), the social sciences, political science, international relief, firefighting, and others. I have since added fact checking and project management to the services I offer. I love editing because I learn something new every day and help authors convey their ideas clearly and effectively. Before my editing career, I worked as a computer analyst for Morgan Stanley, a business manager for a woodworking company, a tax preparer, and a designer-sewist.

I am a long-time member of the Editorial Freelancers Association (EFA), currently serving as a chapter leader and in the past as a member of the EFA Board. I am also a member of ACES (American Copy Editors Society). Outside of editing, I volunteer for my town's Parks and Recreation Committee. In my spare time, I enjoy using my sewing and design skills to create quilts, apparel, and other textile arts.