

CAPABILITY STATEMENT

Updated: February 16, 2018

CORE COMPETENCIES

- Comprehensive writing, editing, and proofreading services for a variety of audiences, on a variety of topics.
- Top-flight graphic design work.
- Statistical analyses, from ANOVA to multiple regression.
- Keen attention to detail, from titles to footnotes.
- Timely turnarounds on documents ranging from brochures to research papers, with power to spare for crunching numbers and graphic design.

EDITING	GRAPHIC DESIGN	STATISTICS
Our editing ethos: “vigorous writing is concise.” Strong facility with a variety of style and usage (AP, Chicago, etc.). Advanced skills in MS Word.	Advanced skills in: Adobe InDesign, Illustrator, Photoshop, and Acrobat Art; Direction.	Advanced skills in Statistical Package for the Social Sciences (SPSS).

PAST PERFORMANCE

Cleveland Water Alliance—Bryan Stubbs, executive director: 216.592.2490, bstubbs@clewa.org.

- Services provided: copywriting, copyediting, proofreading.

Futureproof 20/20—Brian Pritchard, owner: 216.212.7531, brian@futureproof2020.com.

- Services provided: blog posts, social media content, copywriting, copyediting.

Oberlin College—Ann Deppman, formerly associate dean of studies: 440.775.8599, adeppman@oberlin.edu.

- Services provided: copywriting, copyediting, proofreading, statistical analyses.

DIFFERENTIATORS

We’re a well-educated bunch. The senior editor (Ph.D., sociology) is an award-winning author. Our associate editor (Ph.D., political science) has worked for the United Nations. Our statistician (Ph.D., cognitive neuropsychology) teaches courses in SPSS at a top liberal-arts college. Our award-winning graphic designer is simply amazing.

COMPANY DATA

- DUNS—08-090-34-76
 - CAGE—7Z0J9
 - NAICS—541430, 541720, 541910, 561410, 923110
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